

**Indira Gandhi National Open University**  
**Planning & Development Division**

No.IG/P&DD/07/65/31/APC  
May 3, 2007

**Subject: Minutes of the 31<sup>st</sup> Meeting of Academic Programme Committee**

The minutes of the Thirty first Meeting of the Academic Programme Committee (APC) held on 30<sup>th</sup> April, 2007 are herewith enclosed for your kind perusal.

*C.G. Naidu*

**(C.G. Naidu)**  
**Director I/c (P&DD) &**  
**Member Secretary – APC**

**Encl: As above to**

**1) All Members of APC**

1. Prof. T.N. Kapoor
2. Prof. Pardeep Sahni, Director, SOSS
3. Prof. J.M. Parakh, Director, SOH
4. Dr. C.K. Ghosh, Director, RSD
5. Dr. Srikanth Mohapatra, Registrar, SRE&D
6. DR, VCO – for kind information of the Chairman, APC

**2) Concerned Programme Coordinators for necessary action.**  
(ATR may be sent through the respective Directors of Schools)

1. Dr.Pity Koul (SOHS), (Item APC.31.1.2)
2. Ms. Suneet Kashyap (SOL) (Item APC.31.2)
3. Prof. M. Aslam & Dr. R.P. Singh (SOCE) (Item APC.31.3)
4. Prof. V. Venugopal Reddy, RD (Delhi-1),  
Dr Rashmi Bansal & Dr. Madhulika (SOMS) (Item APC. 31.4)
5. Prof. B.S. Hansara & Dr. P.K. Jain (SOA) (Item APC. 31.5)
6. Dr. M.K. Salooja & Er. Mukesh Kumar (SOA) (Item APC. 31.6)
7. Dr. Neeti Aggrawal (SOMS) (Item APC. 31.7)
8. Prof. N.V. Narasimham & Dr. Madhu Tyagi (SOMS) (Item APC 31.8)
9. Prof. Nawal Kishor & Dr. M.S.S. Raju (SOMS) (Item APC 31.9)
10. Prof. Sunaina Kumar (SOH) (Item APC.31.10)
11. Dr. Vibha Joshi, (SOE) (Item APC.31.11)
12. Dr. N.K. Dash (SOE) (Item APC.31.12)
13. Prof. A.K. Aggrawal & Dr. Ruchika Kuba (SOHS) (Item APC.31.14 and APC.31.15)

**3) All Directors of Schools & Heads of Divisions/Centres/Units - for information**

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**Academic Programme Committee**

**Minutes of the Thirty-First Meeting of the Academic Programme Committee, IGNOU held on 30<sup>th</sup> April 2007 at 15.00 hrs in the Conference Room, Block-8, IGNOU Campus, New Delhi-110068.**

The following were present:

- |  |                    |
|--|--------------------|
| 1. Prof. V.N. Rajasekharan Pillai, Vice Chancellor | - Chairman         |
| 2. Prof. T.N. Kapoor,                              | - Member           |
| 3. Prof. Pardeep Sahni, Director, SOSS             | - Member           |
| 4. Dr. C.K. Ghosh, Director, RSD                   | - Member           |
| 5. Dr. Srikanth Mohapatra, Registrar, SR&ED        | - Member           |
| 6. Dr. C.G. Naidu, Director (I/C), P&DD            | - Member Secretary |

Prof. J.M. Parakh, Director, SOH could not attend the meeting.

The Chairman welcomed the new member Prof. T.N. Kapoor to the meeting. He placed on record appreciation to the former members Prof. S.C. Garg, Prof. K.K. Agarwal, and Prof. Uma Kanjilal and former member secretary Prof. Madhulika Kaushik. He then requested Dr. C.G. Naidu to present the agenda items.

A.P.C. 31.1 To confirm the minutes of the 30<sup>th</sup> meeting of the Academic Programme Committee (APC) held on September 25, 2006 and to take action taken there on.

A.P.C. 31.1.1 Dr. C.G. Naidu apprised the members that the minutes of the 30<sup>th</sup> meeting of APC were circulated to the members and the respective Schools and Discipline Coordinators. With reference to the Item No. 30.11, Para 3 of the minutes, the School of Agriculture has requested the correction "Bamboo Flowering" in place of "Rattan industry" as indicated in the minutes. The committee accepted the correction. The Para, after correction will read as:

"Prof. Pardeep Sahni suggested that a course on disaster management should be included in the programme and developed in fast track as the period of disaster is nearing for the Bamboo Flowering, particularly in NE."

A.P.C.31.1.2 Dr. Srikanth Mohapatra expressed concern about the low enrolment of programmes being launched. The programme 'Diploma in Meat Technology' was launched w.e.f. January 2007 but could not take off due to very low enrolment. He also brought to the notice of the members that the programmes (a) Certificate in New born and Infant care, and (b) Certificate in Maternal and Child Health care were approved for launch for two cycles (January 2007 and July 2007) by APC in its 30<sup>th</sup>

meeting held on September 25, 2006. Both these programmes were not made on offer in the January 2007 session. The Chairman enquired about the mechanism of dealing with such things. The member secretary explained that all the concerned Schools were asked twice to send the Action Taken Report (ATR) related to their items. The concerned school did not send the ATR explaining the reasons for not launching these two programmes w.e.f. January 2007. The committee requested the member secretary to write to the concerned school again asking the reasons for not launching these two programmes and the report may be placed before the committee in its next meeting.

- A.P.C. 31.1.3 The committee took note of the programme delivery costing of the programme "P.G. Diploma in Food Safety and Certification".
- A.P.C. 31.1.4 The minutes of the 30<sup>th</sup> meeting were confirmed with the modification at Para A.P.C. 31.1.1 and the action taken report was noted.
- A.P.C. 31.2 To consider Phase-2 (Programme Concept Form) of Post Graduate Certificate in Patents.
- A.P.C.31.2.1 Ms. Suneet Kashyap, programme coordinator explained the salient features of the programme. One of the members expressed the concern about the expected enrolment of 500 students in 35 study centers in the pilot launch and asked the coordinator to explore ways of increasing the number of students.
- A.P.C.31.2.2 The committee took note of the salient features and approved the Phase-2 (Programme Concept Form) of Post Graduate Certificate in Patents.
- A.P.C. 31.3 To consider Phase-2 (Programme Concept Form) of Diploma in Panchayat Level Development and Administration.
- A.P.C. 31.3.1 One of the programme coordinators Dr. R.P. Singh highlighted the salient features of the programme. Prof. Pardeep Sahni said that the programme is undoubtedly very good. Keeping the programme fee very low (Rs 1000 per student) raises the questions about its financial viability and therefore may be kept as per the norms of the university. The committee requested the programme coordinator to explore the possibility of getting programme fee reimbursed or at least subsidized by the respective state governments. The programme coordinator agreed to the suggestion.

The Phase-2 Form states that the programme will be offered in all the study centers of IGNOU and the expected enrolment

is about 2000 per year. That means, per study centre enrolment will be very low and practically no counseling will take place in most of the centers. The committee suggested the programme coordinator to decide the study centers in consultation with the Director, RSD.

A.P.C.31.3.2 The committee took note of the salient features and approved the Phase-2 Programme Concept Form) of Diploma in Panchayat Level Development and Administration.

A.P.C. 31.4 To consider Phase-2 (Programme Concept Form) of Diploma in Retailing.

A.P.C. 31.4.1 Dr. Rashmi Bansal and Dr. Madhulika, programme co-coordinators highlighted the salient features of the programme. One of the special features of the programme is that each student will go for 6 months internship with Retail Industry followed by viva-voce. The committee appreciated the efforts of the faculty in developing the programme and the special features of the programme. The programme has a lot of potential since the retail industry is growing manifold and emerging as one of the biggest industry in India.

A.P.C.31.4.2 The committee approved the Phase-2 (Programme Concept Form) of Diploma in Retailing.

A.P.C. 31.5 To consider Phase-2 (Programme Concept Form) of Ph.D. in Agriculture Extension.

A.P.C. 31.5.1 Prof. B.S. Hansra and Dr. P.K. Jain, programme coordinators explained the structure of the programme. The programme will be offered inline with the Ph.D. programme of YCMOU, Nasik. Prof. Pardeep Sahni has suggested that the courses may be integrated in such a way to have 4 courses of 8 credits each instead of 8 courses of 4 credits each as planned. This will be more economical and in pattern with most of similar courses of IGNOU. Prof. Hansra agreed to the suggestion.

The expected enrolment of 40 students per year has raised some issues. As per the IGNOU model each student will have a joint supervisor in the School. Since there is a restriction on the number of students that a faculty member will guide, the projected enrolment may not take place. The Chairman desired that an alternative mechanism may be worked-out and the guidelines may be formulated accordingly. The Committee also requested the programme coordinators to revisit the programme delivery costs.

A.P.C.31.5.2 The committee approved the Phase-2 (Programme Concept Form) of Ph.D. in Agriculture Extension.

A.P.C. 31.6 To consider Phase-4 (Programme Launch Approval Form) of Diploma in Production of Value Added Products from Cereals, Pulses and Oilseeds.

A.P.C. 31.6.1 Er. Mukesh Kumar and Prof. M.K. Salooja programme coordinators explained the readiness of the programme for launch. The Committee expressed its caution on the possibility of low of the enrolment and requested the programme coordinators to make efforts to meet the projected enrolment.

The Member Secretary brought to the notice of the Committee that there is some discrepancy in the date of launch as stated in the Phase-4 Form and the readiness certificates from RSD, SR&ED and MPDD attached as Annexure. The programme coordinators agreed to the correction and said that the programme will be launched w.e.f. January 2008 and not June 15, 2007 as stated in the Form.

A.P.C.31.6.2 The committee approved the Phase-4 (Programme Launch Approval Form) of Diploma in Production of Value Added Products from Cereals, Pulses and Oilseeds for launch w.e.f. January 2008.

A.P.C. 31.7 To consider Phase-2 (Programme Concept Form) of Certificate Programme in NGO Management. –

A.P.C. 31.7.1 Ms. Neeti Agrawal, programme coordinator explained the salient features of the programme. The structure of the programme includes 7 days contact programme (2 credits) with identified NGOs. It is expected that the State Open Universities may also take up this programme from IGNOU through MoU.

The programme is expected to be made on offer from January 2008. One of the member enquired about readiness of the course materials, the programme coordinator expressed her confidence that it will be done since as per the understanding with UNAIDS, the financial aid from them needs to be spent before that.

A.P.C.31.7.2 The committee approved the Phase-2 (Programme Concept Form) of Certificate Programme in NGO Management.

A.P.C. 31.8 To consider Phase-2 (Programme Concept Form) of Bachelor of Commerce with major in Accountancy and Finance. –

A.P.C. 31.8.1 Prof. N.V. Narasimham and Dr. Madhu Tyagi, programme coordinators explained the salient features of the programme. This programme is an outcome of a MoU between IGNOU and ICAI signed on March 12, 2007 to jointly offer B.Com. with major in Accountancy & Finance to Chartered Accountancy First Stage students.

The Committee commended the initiatives taken up by the Vice Chancellor to involve both ICAI and IGNOU to offer this programme in collaboration and indeed it is an innovative programme. Prof. T.N. Kapoor suggested that IGNOU should have similar collaborations with the Institute of Company Secretaries of India.

A.P.C.31.8.2 The Committee approved the Phase-2 (Programme Concept Form) of Bachelor of Commerce with major in Accountancy and Finance.

A.P.C. 31.9 To consider Phase-2 (Programme Concept Form) of Master of Commerce in Finance & Taxation.

A.P.C. 31.9.1 Prof. Nawal Kishor and Dr. M.S.S. Raju, programme coordinators explained the salient features of the programme. This programme is an outcome of an MoU between IGNOU and ICAI signed on March 12, 2007 to jointly offer M.Com. in Finance & Taxation to Chartered Accountancy Second Stage students.

The Committee appreciated the initiatives taken up by the Vice Chancellor to involve both ICAI and IGNOU to offer this programme in collaboration and indeed it is an innovative programme.

A.P.C.31.9.2 The committee approved the Phase-2 (Programme Concept Form) of Master of Commerce in Finance & Taxation.

A.P.C. 31.10 To consider Phase-2 (Programme Concept Form) of PG Diploma in Book Publishing.

A.P.C. 31.10.1 Prof. Sunaina Kumar, programme coordinator gave a brief account of the programme. The programme is expected to be launched from January 2008. The members of the committee expressed their concern whether the materials will be ready before its launch date. The Vice Chancellor suggested the programme coordinator to develop the courses of the programme in a Workshop Model with flexibility norms for payments if required.

Some of the members expressed the concern about expected enrolment of 200 students per year and requested the programme coordinator to take initiatives to boost the enrolment. The Chairman asked the programme coordinator to discuss with the Federation of Indian Publishers for possible sponsorship of students and have collaborations with them. If needed a meeting may also be organized between IGNOU officials and Federation of Indian Publishers.

- A.P.C.31.10.2 The committee approved the Phase-2 (Programme Concept Form) of PG Diploma in Book Publishing.
- A.P.C. 31.11 To consider Phase-2 (Programme Concept Form) of PG Diploma in Educational Management and Administration.
- A.P.C. 31.11.1 Dr. Vibha Joshi, programme coordinator explained the structure and target population of the programme. She told the Committee that all the core courses of this programme are part of specialization area 'Educational Management' of M.A. (Education) programme. The course material will be ready by July 2008. The Chairman asked the programme coordinator to develop the learning materials as early as possible and all necessary logistics will be provided to accelerate the process.
- A.P.C.31.11.2 The committee approved the Phase-2 (Programme Concept Form) of PG Diploma in Educational Management and Administration.
- A.P.C. 31.12 To consider Phase-4 (Programme Launch Approval Form) of Master of Arts in Education.
- A.P.C. 31.12.1 Dr. N.K. Dash, explained the readiness of the programme for launch w.e.f. July 2007. Separate prospectus for this programme will be developed since the common prospectus of the University has already been printed. The Chairman has asked the programme coordinator to quickly finalize the study centers in consultation with the Director, RSD so that the programme could be included in the common advertisement scheduled to be released by May 27, 2007.
- A.P.C.31.12.2 The committee approved the Phase-4 (Programme Launch Approval Form) of Master of Arts in Education for launch w.e.f. July 2007.
- A.P.C. 31.13 To report the appointment of a Committee to review and revise the Phase Forms.
- A.P.C. 31.13.1 The Member Secretary explained the Committee that there was a felt need for a long time to revisit the various Forms designed for approval of new programmes and new/revised courses of existing programmes by various bodies and revise them wherever necessary. The Vice-Chancellor has appointed a Committee consisting the following members for this purpose.
1. Director, School of Sciences - Member
  2. Director, School of Health Sciences - Member
  3. Director, School of Management Studies - Member
  4. Director, School of Social Sciences - Member
  5. Director, Regional Services Division - Member
  6. Director, Planning and Development Division - Convener

A.P.C.31.13.2 The committee noted and ratified the appointment of a Committee to review and revise the Phase Forms by the Vice Chancellor.

A.P.C. 31.14 To consider Phase-2 (Programme Concept Form) of Post Graduate Certificate in Endodontics.

A.P.C. 31.14.1 480 hrs of practical contact is proposed for this programme. The programme will be offered through 10 to 12 centres. Only the Dental Colleges having MDS facility in Endodontics will be the Study Centres for this programme.

The School Board has approved this programme as P.G. Diploma in Endodontics but the DCI has desired to change the programme title from P.G. Diploma to P.G. Certificate.

A.P.C.31.14.2 The committee approved the Phase-2 (Programme Concept Form) of Post Graduate Certificate in Endodontics.

A.P.C. 31.15 To consider Phase-2 (Programme Concept Form) of Post Graduate Certificate in Oral Implantology.

A.P.C. 31.15.1 Dr. Ruchika Kuba, one of the programme coordinators explained the salient features of the programme. 480 hrs of practical contact is proposed for this programme. The programme will be offered through 10 to 12 centres in Dental Colleges jointly identified by the Dental Council of India (DCI) and IGNOU. A joint monitoring Committee will monitor the implementation process of the programme

The School Board has approved this programme as P.G. Diploma in Oral Implantology but the DCI has desired to change the programme title from P.G. Diploma to P.G. Certificate.

A.P.C.31.15.2 The committee approved the Phase-2 (Programme Concept Form) of Post Graduate Certificate in Oral Implantology.



(Prof. V.N. Rajasekhran Pillai)  
Chairman, APC