

Indira Gandhi National Open University
(Planning & Development Division)

Minutes of the Thirty-Seventh (37th) Meeting of the Academic Programme Committee (APC) **held** on June 26, 2009 at 11.00 A.M. in the Committee Room, Convention Centre, IGNOU, New Delhi-110068.

The following were present:

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| 1. Prof. V.N. Rajasekharan Pillai , Vice-Chancellor | - Chairman |
| 2. Prof. S.P. Narang, Former CEO & Secretary, ICSI | - Member |
| 3. Prof. Udai Pratap Singh, Former Professor, BHU | - Member |
| 4. Prof. Omprakash Mishra, Pro Vice-Chancellor | - Member |
| 5. Prof. K.R. Srivatsan, Pro Vice-Chancellor | - Special Invitee |
| 6. Prof. P.R. Ramanujam, Director, STRIDE | - Member |
| 7. Prof. C.G. Naidu, Director, SOVET | - Member |
| 8. Prof. M.K. Salooja, Director, SOA | - Member |
| 9. Shri U.S. Tolia, Registrar, Administration | - Member |
| 10. Dr. Masood Parveez , Director, RSD | - Special Invitee |
| 11. Dr. R.R. Rausaria , Registrar, MPDD | - Special Invitee |
| 12. Prof. Kalpana Mishra, Director, P&DD | - Member Secretary |

Shri Pankaj Khanna, Dy. Director, **P&DD** was present to assist the Member Secretary.

At the outset, Chairman welcomed the new members Prof. S.P. Narang, Prof. P.R. Ramanujam, Director-STRIDE, Prof. C.G. Naidu, Director-SOVET, Prof. M.K. Salooja, Director-SOA and Shri U.S. Tolia, Registrar-Admn. to the meeting. He placed on record appreciation to the former members Director-SOHS, Director-SOET, Director-NCIDE and Registrar- SRED.

The Chairman apprised the members about the 310 Academic Programmes, which would be available for round the year under **walking/online** admission for the year 2009-10 sessions. The Committee members noted the July 2009-10 printed brochure details after which a copy of the same was also presented to Prof. S.P. Narang and Prof. Udai Pratap Singh (*outside members*) for their kind perusal.

The Chairman also briefed about the Prof. G. Ram Reddy Memorial Lecture on July 02, 2009 to be delivered by Shri Kiran Kamik, former President of NASSCOM and another programme on July 04, 2009 in **Vigyan** Bhawan where the 2-year Associate Degree Programme in Community Colleges would be launched on the occasion of the 100th Meeting of the Board of Management of **IGNOU** by Hon'ble Cabinet Minister for Human Resources Development, Shri Kapil Sibal with Guest of Honour, Smt. D. **Purandeswari**, Hon'ble Minister of State for Human Resources Development with a keynote address to be delivered by Prof. M.S. Swaminathan, Member, Rajya Sabha.

He then requested Prof. Kalpana Mishra, Director **P&DD** to present the agenda items.

- A.P.C. 37.1 To confirm the minutes of the **36th** Meeting of the Academic Programme Committee held on January 28,2009 and the Action Taken **Report(s) (ATRs)**.
- A.P.C.37.1.1 Prof. Kalpana Mishra apprised the members that the minutes of the 36th Meeting of the APC were circulated to the members. No comments on the minutes were received from the members. as such. the minutes might be approved.
- A.P.C.37.1.2 The Committee noted following Action Taken Reports (ATRs) of :
- (i) School of Computer & Information Sciences for addition of BPP qualification in the eligibility condition of Certificate in **Information Technology (CIT)** along with 10th Standard..
 - (ii) School of Law for PG Diploma in Legal Process Outsourcing. PG Diploma in Mediation techniques and Process. Certificate in Functional Literacy for Prisoners and Certificate in Right to Information.
 - (iii) School of Engineering & Technology for Certificate in Leather Goods Making and **B.Tech.** Aerospace Engineering.
 - (iv) School of Agriculture for PG Diploma in Food Safety and Quality Management, **PG** Certificate in Agriculture Policy, PG Diploma in Plantation Management and Diploma in Horticulture.
 - (v) School of Education for Certificate in Inclusion of Children with Disability in Education.
- A.P.C.37.1.3 The **Committee** confirmed the minutes of the 36th meeting and noted the action taken reports.
- A.P.C.37.2 To consider the Phase-4 (Programme Launch Approval Form) of Diploma in Industrial Safety, Health and Environment Management.
- A.P.C.37.2.1 Dr. Manoj Kulshrestha on behalf of Programme Coordinator informed that the Diploma and Post Graduate Diploma Programmes has already been launched in January, ~~2009~~ **at** Bhopal and Cochin with limited number of seats on full time basis in face to face mode. He also briefed about the current admission details in the programmes.

The Committee after going through the complete details deliberated that the Diploma and Post Graduate Diploma programmes were in huge demand by various industries and manufacturing units. It was suggested that appropriate promotion measures might be taken by the School to launch these programmes on national basis.

A.P.C.37.2.2 The Committee took note of the launch and approved the Phase-4 form of Diploma in Industrial Safety, Health and Environment Management.

A.P.C.37.3 To consider the Phase-4 (Programme Launch Approval Form) of Post Graduate Diploma in Industrial Safety, Health and Environment Management.

A.P.C.37.3.1 The item **was** deliberated in **Item** No.37.2

A.P.C.37.3.2 The Committee took note of the launch and approved the Phase-4 form of Post Graduate Diploma in Industrial Safety, Health and Environment Management.

A.P.C.37.4 To consider **the** Phase-4 (Programme Launch Approval Form) of Post Graduate Diploma in District Health Management.

A.P.C.37.4.1 Prof. S.B. Arora, Programme Coordinator briefed the Committee about the programme details to be launched from July, 2009. He also informed about the status of the Programme Guides, Assignments and Practical Manuals that were under printing for the programme.

The Committee deliberated over the programme title and suggested to delete the word 'District' and change it to "Post Graduate Diploma in Health Management". It was also suggested that the programme should be launched on national basis with appropriate promotional material and advertisement under National Rural Health Mission (NRHM).

A.P.C.37.4.2 The Committee took note of the above deliberations and approved the Phase-4 Form Post Graduate Diploma in District Health Management.

A.P.C.37.5 To consider two programmes "Certificate in New Born and Infant Care" and "Certificate in Maternal and Child Health Care" for continuation as regular programmes.

- A.P.C.37.5.1 Prof. Bimla **Kapoor** on behalf of Prof. Pity Koul. Programme Coordinator briefed the Committee Members about social relevance of the programmes developed with the Government funding. its envisaged enrolment of **500** students and papers written in the Nursing Journal for promotion of the programmes. Prof. Bimla Kapoor also informed about agreement envisaged with **Delhi** Govt. to sponsor the learners for these programmes.
- The Committee Members deliberated over the low enrolment in both the programmes and suggested appropriate measures through advertisement, promotional **write-up** in print media and inclusion of the programme in National Rural Health Mission may be initiated by the School in order to increase the enrolment and to have sustainability in these programmes. In case, low enrolment still persists for the next **1** or **2** years, the programme Coordinator may initiate appropriate action to discontinue the programmes.
- A.P.C.37.5.2 The Committee took note of the social relevance and above deliberations approved the two programmes Certificate in New Born and Infant Care and **Certificate** in Maternal and Child Health Care.
- A.P.C.37.6 To consider the Phase-4 (Programme Launch Approval Form) of Certificate in Poultry Farming.
- A.P.C.37.6.1 Prof. M.K. Salooja on behalf of Dr. P. Vijayakumar briefed the Committee Members about the Programme details. He handed over the programme brochures with a copy of self learning materials prepared for the programme ready for launch from July. **2009**.
- The Committee members while expressing their concerns over the low enrolment in SOA programmes suggested for launching it in other regional languages like Tamil, **Bangla** etc. and in the North-East region for enhanced enrolment.
- A.P.C.37.6.2 The Committee took note of the above deliberations and approved the Phase-4 Form of Certificate in Poultry Farming.
- A.P.C.37.7 To consider the Phase-4 (Programme Launch Approval Form) of Certificate in Hospital Administrative Assistance-ship.

- A.P.C.37.7.1 Prof. C.G. Naidu and Dr. Rachna **Agarwal**, Programme Coordinator along with Dr. Farooq from Apollo Hospital informed about the readiness of the capacity building programme to be delivered in collaboration with Apollo Hospitals in Face-to-Face Mode. Prof. S.P. Narang recommended for launching this type of programme with other big hospitals like BL Kapur Memorial Hospital and Sir Gangaram Hospital etc.
- The Committee while deliberating on the issue of examination suggested for initiating necessary action for having required examination at the level of School Director.
- A.P.C.37.7.2 The Committee took note of the readiness and approved the Phase-4 Form of Certificate in Hospital Administrative Assistance-ship.
- A.P.C.37.8** To consider the **Phase-4** (Programme Launch Approval Form) of
 (a) Certificate in Entrepreneurship and Skill Development and
 (b) Diploma in Entrepreneurship and Skill Development.
- A.P.C.37.8.1 Dr. Geetika S. Johri, Programme Coordinator along with Capt. Sandeep Malhotra and Dr. R.S. Gupta of Alliance College of Management and Technology (ACMT) informed about the readiness of these two programmes to be delivered at identified study centres in Face-to-Face Mode on pilot basis from July, 2009.
- The Committee Members **after** deliberations suggested for increasing students intake at study centres to at-least 50 after assessing the available infrastructural facility. It was told to the Programme Coordinator to initiate these programmes in North-East region also in consultation with EDNERU.
- A.P.C.37.8.2 The Committee took note of the above deliberations and approved the Phase-4 Form of Certificate in Entrepreneurship and Skill Development and Diploma in Entrepreneurship and Skill Development.
- A.P.C.37.9 To consider **the Phase-4** (Programme Launch Approval Form) of
 (a) Certificate in Spoken English and Personality Development,
 (b) Advanced Certificate in Spoken English and Personality Development and (c) Professional **Certificate** in Spoken English and Personality Development.
- A.P.C.37.9.1 Dr. Ashok K. Gaba, Programme Coordinator along with **officers** of Confederation of the Indian Industry (CII) and Educomp Solutions

Ltd. informed about the details, readiness and launch of the programmes from July, **2009** session.

- A.P.C.37.9.2 The Committee took note of the readiness and approved the Phase-4 Form of following three programmes:
(a) Certificate in Spoken English and Personality Development, (b) Advanced Certificate in Spoken English and Personality Development and (c) Professional Certificate in Spoken English and Personality Development.
- A.P.C.37.10 To consider the Phase-4 (Programme Launch Approval Form) of
(a) Certificate in Air Ticketing, (b) Certificate in Airline IN-Flight **Services** (c) Certificate in Travel Agency Operations and (d) Certificate in Tour Guiding Skills.
- A.P.C.37.10.1 Dr. Ashok K. Gaba. Programme Coordinator along with officers of KUONI informed about the details, readiness and launch of the programmes from July, **2009** session.
- A.P.C.37.10.2 The Committee took note of the readiness and approved the Phase-4 Form of the following four programmes:
(a) Certificate in Air Ticketing, (b) Certificate in Airline IN-Flight Services (c) Certificate in Travel Agency Operations and (d) Certificate in Tour Guiding Skills.
- A.P.C.37.11 To consider the Phase-4 (Programme **Launch** Approval Form) of
(a) Certificate in Fire Safety (b) Advanced Certificate in Fire Safety (c) Diploma in Fire Safety (d) Certificate in Security Management (e) Advance Certificate in Security Management and (f) Diploma in Security Management.
- A.P.C.37.11.1 Dr. Ashok K. Gaba, Programme Coordinator along with **officers** of Premier Shield **informed** about the details, readiness and launch of the programmes from July, **2009** session.
- A.P.C.37.11.2 The Committee took note of the readiness and approved the Phase-4 Form **of the** following six programmes:
(a) Certificate in Fire Safety (b) Advanced Certificate in Fire Safety (c) Diploma in Fire Safety (d) Certificate in Security Management (e) Advance Certificate in Security Management and (f) Diploma in Security Management.

- A.P.C.37.12 To consider the Phase4 (Programme Launch Approval Form) of Post Graduate Diploma in Analytical Chemistry.
- A.P.C.37.12.1 Dr. Lalita S Kumar, Programme Coordinator briefed about the details of the programme and conduct of laboratory practical at various colleges. She requested to amend the eligibility criteria for the said programme as 'Science Graduates with Chemistry as one of the subjects' in view of requests from the students having a Degree in Pharmacy (B. Pharm.).
- The committee after going through the deliberations suggested for identifying more programme study centres and collaborating with Regional Research Laboratory, DST, CSIR, ICAR etc. for its practical component. The Committee after approving the desired eligibility conditions also asked the Programme Coordinator to appropriately change it in the **IGNOU website** and other relevant documents / places.
- A.P.C.37.12.2 The Committee took note of the above deliberations and approved the Phase-4 Form of Post Graduate Diploma in Analytical Chemistry.
- A.P.C.37.13 To consider the **Phase-4** (Programme Launch Approval Form) of Certificate in Lifelong Learning.
- A.P.C.37.13.1 The Committee in the absence of Dr. M.C. Nair considered the Phase-4 Form with its proposed launch in July, 2009.
- A.P.C.37.13.2 The Committee took note of the readiness and approved the Phase-4 Form of Certificate in Lifelong Learning.
- A.P.C.37.14 To consider the Phase4 (Programme Launch Approval Form) of Certificate in Communication Skills for BPO, **ITes** and Related Sectors.
- A.P.C.37.14.1 The Committee in the absence of Dr. M.C. Nair considered the Phase-4 Form with its proposed launch in July, 2009.
- A.P.C.37.14.2 The Committee took note of the readiness and approved the Phase-4 Form of Certificate in Communication Skills for BPO, **ITes** and Related Sectors.

- A.P.C.37.15 To consider the Phase-4 (Programme Launch Approval Form) of Certificate in Community **Radio**.
- A.P.C.37.15.1 The Committee in the absence of **Dr.Hisamuddin** Faruqui considered the Phase4 Form as it has already been launched in January. 2009.
- A.P.C.37.15.2 The Committee took note of the launch and ratified the Phase-4 Form of Certificate in Community Radio.
- A.P.C.37.16 To consider the **Phase-4** (Programme Launch Approval Form) of Post Graduate Diploma in Folklore and Culture Studies.
- A.P.C.37.16.1 Dr. Nandini Sahu informed about the details and launch of the programme from July, 2009. She informed that the print material is under preparation and about 310 study centres have been activated for this programme.
- Prof. K.R. Srivatsan suggested for developing multi-media contents for the programme delivery on which Programme Coordinator has agreed to initiate it with the help of concerned RTA.
- A.P.C.37.16.2 The Committee took note of the readiness and approved the **Phase-4** Form of Post Graduate Diploma in Folklore and Culture Studies.
- A.P.C.37.17 To consider the Phase4 (Programme Launch Approval Form) of Certificate in Early Childhood **Special** Education Enabling Inclusion – Cerebral Palsy.
- A.P.C.37.17.1 Dr. Rekha S. Sen, Programme Coordinator informed about the readiness of the Programme. She also told that the study material, assignments, programme guides are under finalization and the Programme would be launched at RCI identified study centres from July, 2009.
- A.P.C.37.17.2 The Committee took note of the readiness and approved the Phase4 Form of Certificate in Early Childhood Special Education Enabling Inclusion –Cerebral Palsy.
- A.P.C.37.18 To consider the Phase-4 (Programme Launch Approval Form) of Post Graduate Diploma in **Book** Publishing.

- A.P.C.37.18.1 Prof. Sunaina Kumar, Programme Coordinator briefed about the readiness of the Programme. She also informed about the promotion and advertisement being undertaken by Federation of Indian Publishers for the Programme.
- A.P.C.37.18.2 The Committee took note of the readiness and approved the Phase-4 Form of Post Graduate Diploma in Book Publishing.
- A.P.C.37.19 To consider the Phase-4 (Programme Launch Approval Form) of Certificate in Urdu Language.
- A.P.C.37.19.1 Prof. Naseer **Ahmad** Khan, Programme Coordinator briefed about the details and launch of the programme from July, 2009 session. He also informed about the various enrolment queries received from the international students based in Mauritius and Gulf countries.
- The Committee suggested that the eligibility condition of 10th Pass for the programme may be replaced with 'Literate with 15 years of age' in view of recent announcement by Hon'ble Cabinet Minister for HRD.
- A.P.C.37.19.2 The **committee** further deliberated over the modification of eligibility conditions of 10th and 12th Class for various Certificate and Diploma programmes as follows:-
- a) Certificate programmes: - 10th pass to be replaced with Literate with 15 years of age.
 - b) Diploma programmes: - 12th (10+2) or equivalent pass with 17 years of age.
- It was decided that the above modification in eligibility condition for all certificate and Diploma programmes where the eligibility is 10th or 12th may be placed in the forthcoming Academic Council meeting scheduled to be held on June 29, 2009 for further consideration and approval by Planning and Development Division.
- A.P.C.37.19.3 The Committee took note of the readiness and approved the Phase-4 Form of Certificate in Urdu Language.
- A.P.C.37.20 To consider the Phase-4 (Programme Launch Approval Form) of Certificate in Home Based Care Provider.
- A.P.C.37.20.1 Prof. Bimla Kapoor and Mrs. **Reeta** Devi, Programme Coordinators informed about the details and readiness of the programme.

A.P.C.37.20.2 The Committee took note of the readiness and approved the Phase-4 Form of Certificate in Home Based Care Provider.

A.P.C.37.21 To consider the Phase-4 (Programme Launch Approval Form) of Certificate in Diabetes Care for Community Worker.

A.P.C.37.21.1 Prof. **Bimla** Kapoor and Ms. **Neerja** Sood, Programme Coordinators briefed about the details and readiness of the socially relevant programme.

A.P.C.37.21.2 The Committee took note of the readiness and approved the Phase-4 Form of Certificate in Diabetes Care for Community Worker.

(TABLED ITEMS)

A.P.C.37.22 To consider the Phase-4 (Programme Launch Approval Form) of BA. **(Hons) in Applied Sign Language Studies.**

A.P.C.37.22.1 Prof. **P.R.Ramanujam**, Programme Coordinator briefed about the details of the programme being offered in collaboration with UCLAN in face to face mode at New-Delhi. He informed about the readiness of the study material and prospective number of students to be admitted in the programme. He also stated that MOU with UCLAN **was** under process and would be signed shortly.

A.P.C.37.22.2 The Committee took note of the readiness and approved the Phase-4 Form of B.A. (Hons) in Applied Sign Language Studies.

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



(V.N. **Rajasekharan Pillai**)
Chairman, A.P.C.