

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
(Planning & Development Division)

Minutes of the Fortieth (40th) Meeting of the Academic Programme Committee held on 16th **September (Thursday)** at 4.00 pm in the Conference Room, Block-B, IGNOU, Maidan Garhi, New Delhi – 110 068.

The following were present:

Prof. K.R. Srivathsan, Pro-Vice Chancellor	. In Chair
Prof. P.R. Ramanujam, Pro-Vice Chancellor	. Special Invitee
Prof. B. K. Pettnaik, Director, SOEDS	. Member
Prof. Pushpalata Tripathi, Registrar, SED	. Member
Prof. A.K. Jha, Director, P&DD	. Member Secretary

Prof. Parvin Sinclair, PVC. Prof. A.K. Singh, Director-SOTST and Dr. C.K. Ghosh, Nodal Officer-CCU, members could not attend the meeting.

At the outset, Prof. A.K. Jha informed that Hon'ble Vice Chancellor due to some urgent work could not Chair the meeting and requested Prof. K.R. Srivathsan, Pro-Vice Chancellor to kindly Chair the meeting.

Prof. K.R. Srivathsan, Pro-Vice Chancellor, while chairing the meeting formally welcomed new members. Prof. B.K. Pattnaik, Director-SOEDS, Prof. Pushpalata Tripathi, Registrar-SED, Prof. A.K. Singh, Director-SOTST, Dr. C.K. Ghosh, Nodal Officer-CCU and programme coordinators. He then placed on record appreciation to the former members, Prof. S.P. Narang, Sh. U.S. Tolia, Registrar (Admn.), Prof. M.K. Salooja, Director-SOA, Prof. C.G. Naidu, Director-SOVET and Prof. Basanti Pradhan, Director-ETRIDE

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

Chairman then requested Member Secretary to present the agenda items.

- A.P.C. 40.1 Yo confirm the minutes of the 39th meeting of the Academic Programme Committee held on April 20, 2011 and the Action Taken Report(s) (ATRs).
- A.P.C. 40.1.1 Prof. R.K. Jha, Director, P&DD apprised the members that the minutes of the 39th meeting of APC were circulated to the members. Comments on the 39th APC minutes were received from School of Education which the committee may consider and as such, the minutes might be approved.
- X.P.C. 40.1.2 The Committee noted following Action Taken Reports (ATRs) on:
- (i) School of Continuing Education for Diploma in Panchayat Level Administration & Development.
 - (ii) National Centre for Disability Studies for M.Ed. (Special Education).
 - (iii) School of Agriculture for Post Graduate Diploma in Food

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Science & Technology and PG Diploma in Sustainability Science.

- (iv) School of Vocational Education and Training for Post Graduate Diploma in **Information Security**, Post Graduate Certificate in **Information Security**, Advanced **Certificate** in Information Security and **Certificate** in **Information Security** Programmes.

- A.P.C. 40.1.3 The Academic Programme **Committee** noted the **comments, action** taken reports and **confirmed** the minutes of the 39th **APC meeting**.
- APC. 40.2 To consider the **Phase-4 (Programme Launch Approval Form)** of **P.G. Diploma In Environmental Law- Online**.
- APC. 40.2.1 Ms. Mansi Sharma, programme **coordinator** explained **about** the P.G. Diploma In Environmental Law offered through **Online** mode. She submitted that this programme has already **been launched** in July 2010 and briefed that in the current admission **cycle**, the **programme** has an enrolment of 157 students.
- APC. 40.2.2 Prof. **K.R.Srivatsan**, Chairman **after** going through the details suggested that a course pedagogy and **management** plan programme coordination Manual for **development/ delivery** and management should **be** developed for guiding these **types** of Online programmes. The manual need **much** intensive preparation than an ODL programme manual, which could **outline** the **processes** and protocol required to equip **Online** programmes with **appropriate** procedures for day to day **concerns** for the programme.
- APC. 40.2.3 The committee **after** going through the above deliberations took note of the launch and approved the Phase-4 form of P.G. Diploma in Environmental **Law - Online**.
- A.P.C. 40.3 To consider the **Phase - 4 (Programme Launch Approval Form)** of **Certificate** in Anti Human **Trafficking**.
- A.P.C. 40.3.1 **Ms.** Mansi Sharma, **programme** coordinator informed **about** the status of the programme of Certificate in Anti Human **Trafficking**. She explained that this programme has already been **launched** in July 2010.
- APC. 40.3.2 The committee **after** going through the details took **note** of the launch and approved the **Phase-4 form** of **Certificate** in Anti Human Trafficking.
- A.P.C. 40.4 To consider the **Phase - 4 (Programme Launch Approval Form)** of **Certificate** In **International Humanitarian Law**.
- A.P.C. 40.4.1 Ms. Mansi **Shamia**, on **behalf** of Mr. **Anand Gupta**, **programme** coordinator informed **about** the status **of** the programme of Certificate in International Humanitarian Law. She explained that

this programme has **already** been launched in July 2010.

- A.P.C. 40.4.2 The **committee** after going through the **details** took note of the launch and approved the **Phase-4** form of Certificate in International Humanitarian Law.
- A.P.C. 40.11 To **consider** the **Phase - 4 (Programme Launch Approval Form)** of **Post Graduate Diploma In Environmental Law**.
- A.P.C. 40.5.1 Ms. Mansi Sharma, **programme** coordinator **briefed the members** about the P.G. Diploma in Environmental Law. She informed that this programme has already been launched in July 2010
- A.P.C. 40.5.2 The committee after going through the **details** took note of the launch and approved the **Phase-4** form of P.G. Diploma in Environmental Law.
- A.P.C. 40.6 To **consider** the **Phase - 4 (Programme Launch Approval Form)** of **Certificate In Co-operation, Co-operative Law and Business Law**.
- A.P.C. 40.6.1 Ms. Mansi Sharma on behalf of Prof. **K.Elumalai**, programme coordinator informed about the status of the programme of Certificate in **Co-operation, Co-operative Law and Business Law**. She explained that this programme **has** already been launched in July 2010.
- A.P.C. 40.6.2 The committee after going through the **details** took note of the launch and approved the **Phase-4** form of **Certificate** in Co-operation, Co-operative Law and Business Law.
- A.P.C. 40.7 To **consider** the **Phase - 4 (Programme Launch Approval Form)** of Post Graduate Diploma In **Criminal Justice**.
- A.P.C. 40.7.1 Ms. Mansi Sharma, programme coordinator informed about the status of the programme of Post Graduate Diploma in Criminal Justice. She explained that this programme has **already** been launched in July 2010.
- A.P.C. 40.7.2 The committee after going through the details took note of the launch and approved the Phase4 form of **Post Graduate Diploma** in Criminal Justice.
- A.P.C. 40.8 To consider the **Phase - 4 (Programme Launch Approval Form)** of Diploma In **Critical Care Nursing**.
- A.P.C. 40.8.1 Prof. **Bilma Kapoor** on behalf of Prof. Pity Koul, programme coordinator briefed about the status of the programme of Diploma in Critical Care Nursing. She explained the salient features of the programme and informed that the programme has already **been** launched in July 2011.

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- A.P.C. 40.8.2 The committee after going through the details took note of the launch and approved the Phase4 form of Diploma in **Critical Care Nursing**.
- A.P.C. 40.8 To consider the **Phase - 4 (Programme Launch Approval Form)** of **Certificate** in **Ayush Nursing (Ayurveda)**.
- A.P.C. 40.9.1 Prof. Bimla Kapoor, Programme coordinator informed about the status of the programme of **Certificate** in **Ayush Nursing (Ayurveda)**. She explained that this programme has already been launched in July 2011.
- A.P.C. 40.9.2 The committee after going through the details took note of the launch and approved the Phase4 form of **Certificate** in **Ayush Nursing (Ayurveda)**.
- A.P.C. 40.10 To consider the **Phase - 4 (Programme Launch Approval Form)** of **Certificate** in **Adolescent Health and Counselling**.
- A.P.C. 40.10.1 Prof. Bimla Kapoor, on behalf of Programme coordinator informed about the status of the programme of **Certificate** in **Adolescent Health and Counselling**. She explained that this programme has already been launched in January 2011.
- A.P.C. 40.10.2 The committee after going through the details took note of the launch and approved the Phase-4 form of **Certificate** in **Adolescent Health and Counselling**.
- A.P.C. 40.11 To consider the **Phase - 4 (Programme Launch Approval Form)** of **Executive MBA** in **International Hospitality Management**.
- A.P.C. 40.11.1 Ms. Tangjakhombi Akoijam, programme coordinator informed that the **Executive MBA** in **International Hospitality Management** will be launched by the School in collaboration with **Munnar Catering College(MCC)** from January 2012 in **English language**. She explained about the salient features of the programme and briefed about the collaboration with **Munnar Catering College(MCC)**.
- A.P.C. 40.11.2 The Committee deliberated over the readiness of the full time face to face programme and approved the **Phase-4 form** of **Executive MBA** in **International Hospitality Management**.
- A.P.C. 40.12 To consider the **Phase - 4 (Programme Launch Approval Form)** of **Executive Master** In **International Hotel Management**.
- A.P.C. 40.12.1 Ms. Tangjakhombi Akoijam, programme coordinator informed that the **Executive Master** in **International Hotel Management** will be launched by the School in collaboration with **Munnar Catering College (MCC)** through **Joint Centre of Hospitality Education &**

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Training from January 2012 in **English language**. --

- A.P.C. **40.12.2** The Committee deliberated over the **readiness** of the programme and approved the Phase-4 **form** of **Executive** Marter In International Hotel Management.
- A.P.C. **40.13** To **consider** the Phase - 4 (Programme **Launch** Approval Form) of Marter in **International** Hotel Management
- A.P.C. **40.13.1** Ms. Tangjakhombi Akoijam on behalf of Sh. **Arvind** Kumar Dubey, programme coordinator informed that the Master in International Hotel Management has already been launched by the **School** in face to face mode in collaboration with Munnar **Catering** College (**MCC**) from July 2011 in English language.
- A.P.C. **40.13.2** The **Committee** took note of the launch and approved the **Phase-4 form** of **Master** in International Hotel Management.
- A.P.C. **40.14** To **consider** the **Phase - 4** (Programme **Launch** Approval Form) of Bachelor In Hotel Management
- A.P.C. **40.14.1** Ms. Tangjakhombi Akoijam on **behalf** of Dr. Sonia **Sharma**, programme coordinator informed that the Bachelor **in** Hotel **Management** has already been launched by the School in **July 2010** in **English** language.
- A.P.C. **40.14.2** The **Committee** took note of the launch and approved the Phase-4 form of Bachelor in Hotel **Management**.
- A.P.C. **40.16** To consider the Phase - 4 (Programme Launch Approval Form) of MBA in **Hospitality** Management
- A.P.C. **40.15.1** Ms. **Tangjakhombi Akoijam** on behalf of Dr. Paramita Suklabaldya, programme coordinator informed that the **MBA** in Hospitality Management **has** already been launched by the School in face to face mode in collaboration with FHRAI-IHM at Greater Noida with a programme **fee** of **₹1,30,000/-** in July I **August** 2009 in English language.
- A.P.C. **40.15.2** The **Committee** took note of the launch and approved the **Phase-4 form** of **MBA** in Hospitality Management.
- A.P.C. **40.16** To consider the Phase - 4 (Programme Launch Approval **Form**) of **MBA** In International **Hospitality** Management
- A.P.C. **40.16.1** Ms. **Tangjakhombi Akoijam** on **behalf** of Dr. **Paramita** Sukiabaidya, programme coordinator informed that the **MBA** in International Hospitality Management has already been launched by the School in face to face mode in collaboration with Munnar **Catering** College (**MCC**) through Joint Centre of Hospitality Education & Training in July 2010 in English language.

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- A.P.C. **40.16.2** The Committee took note of the launch and approved the Phase-4 form of MBA in International Hospitality Management.
- A.P.C. 40.17 To consider the Phase - 4 (Programme bunch Approval Form) of Executive MBA In Hospitality Management.
- A.P.C. 40.17.1 Ms. Tangjakhombi Akoijam on behalf of Sh. Arvind Kumar Dubey, programme coordinator informed that the Executive MBA in Hospitality Management has already been launched by the School In face to face mode with a programme fee of ₹1,30,000/- in collaboration with FHRAI ET in August 2009 in English language.
- A.P.C. **40.17.2** The Committee took note of the launch and approved the Phase4 form of Executive MBA in Hospitality Management.
- A.P.C. 40.18 To discuss B.Sc. (Hons.) International Hospitality Administration programme.
- A.P.C. 40.18.1 Ms. Tangjakhombi Akoijam explained about the Planning Board observations made while approving the Phase-4 form of the said B.A and B.Sc. programmes of SOTHSSM as follows:-
"After deliberations, the Planning Board advised Me programme coordinator of the School of Tourism, Service Sectoral Management to work-out a standardized nomenclature for both the B.A. and B.Sc (Hons.) International Hospitality Administration-In discussion with the respective School Board."
- A.P.C. 40.10.2 Ms. Tangjakhombi Akoijam submitted that the School, Board discussed the Planning Board observations in its 7th Meeting held on December 16, 2010 and advised to put the matter in Expert Committee meeting to work-out standardized nomenclature for all hospitality programmes of the School.
- A.P.C. **40.18.3** The Committee took note of the School Board minutes and advised to complete the task at the earliest.
- A.P.C. 40.18 To consider the setting up of Autonomous College with University Privileges by SELAQUI Educational Trust (The Gurukul Trust).
- A.P.C. 40.19.1 Dr. B.S.Sudhindra, Director-RSD and Dr. R.P. Singh. Regional Director(Sr. Scale)-RSD, explained about the need and provisions available in IGNOU Act for setting up of Autonomous Colleges with University Privileges at SELAQUI Educational Trust(Dehradun), Establishing IGNOU Colleges in NCR (National Capital Region and enabling academic activities at regional centres for the Item no.40.20 tabled in the meeting.
- A.P.C. **40.19.2** The committee while deliberating over the visit report of the

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committee constituted by the Hon'ble Vice Chancellor for SELAQUI Educational Trust (The Gurukul Trust) In order to carry out due diligence of the proposal and the need of Colleges in NCR opined that a system for face-to-face teaching need to be developed in line approved regulations of the University.

A.P.C. 40.19.3 The committee suggested that various provisions for major issues in face-to-face teaching like faculty assurance, honesty policy, ethical committees, anti-ragging guidelines, evaluation policies, teacher qualifications, infrastructure, programmes and courses to be initiated etc. need to be strengthened and worked out by the University.

A.P.C. 40.19.4 The committee approved the proposals and recommended that the procedures as per the IGNOU Act and Statues may be followed for establishing this Centre.

TABLED ITEM(s)

A.P.C. 40.20 To decide about establishment of
i) IGNOU colleges in (National Capital Region) and
(b) Enabling Mechanism for academic activities at Regional Centers etc.

A.P.C. 40.20.1 The proposals were deliberated in Item No.40.19.

A.P.C. 40.20.2 The committee approved the proposals and recommended that the procedures as per the IGNOU Act and Statues may be followed for establishing the Autonomous Colleges.

A.P.C. 40.21 To consider non-credit internship programmes being offered in collaboration with National Council of Rural Institutes (NCRI), Hyderabad.

A.P.C. 40.21.1 Prof. B. K. Pattnaik, Director-SOEDS on behalf of programme coordinator informed about the Non-Credit programmes that are being offered in collaboration with National Council of Rural Institutes (NCRI), Hyderabad.

A.P.C. 40.21.2 The Committee took note of the noncredit programmes being offered in collaboration with NCRI.

A.P.C. 40.22 To consider the Phase - 4 (Programme Launch Approval Form) of Post Graduate Diploma In Rehabilitation Psychology (Distance Mode).

A.P.C. 40.22.1 Dr. Arun Banik, Director-NCDS on behalf of Dr. S.K.Prasad, programme coordinator explained the details of Post Graduate Diploma in Rehabilitation Psychology being offered in Distance Mode. He informed that the programme has already been launched by the Centre in July 2011.

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A.P.C. 40.22.2 The Committee **took note** of the launch and approved the Phase-4 **form** of Post Graduate Diploma In **Rehabilitation** Psychology (Distance Mode).

A.P.C. 40.23 **Action Taken Report of Centre for Traditional Knowledge Systems:**
(a) To consider and approve the **creation** of **Academic staff** for **Centre for Traditional Knowledge Systems (CTKS)**.
(b) Scheme for the **Accreditation and Certification of the Prior Learning (ACPL)**.
(c) **Certificate in Indigenous Art Practices (CIAP)**.

A.P.C. 40.23.1 Prof. Debjani Roy, **In-Charge**, informed that the Centre for Traditional Knowledge Systems (CTKS) **was established** by the 106th Board of Management vide notification No. **IG/Admn(G)/Not. 2010120** dated December. 23. 2010. She explained that the above proposals have already been accorded approval by the **55th**, **58th** and **57th** Academic Council meetings **vide** its item no. **AC-55.26**, **AC-56.13** and **AC-57.8** respectively. She further explained **about** the collaboration initiated with Quality Council of **India**, launch of **Certificate in Indigenous Art Practices (CIAP) programme** at various Zonal Cultural Centres and Scheme for We Certification of the Prior Learning (ACPL) **activities** by the Centre.

A.P.C. 40.23.2 The committee deliberated over the Items in **detail**. Prof. **K.R.Srivatsan**, Pro-Vice Chancellor, opined that Zero based **budgeting** need to be implemented by the University for its **Centres** | Schools and Divisions. Prof. P.R. **Ramanujam**, Pro-Vice Chancellor suggested that in order to have adequate support and quality in heavy loaded programmes, consolidation of academic staff depending upon the workload and performance of each **School / Discipline / Centre** and **Division** need to be worked upon for holistic development of the University. A **performance** framework with appropriate database also needs to be worked out for each School | discipline | programmes and activities of the University.

A.P.C. 40.23.3 The committee took note of the above deliberations, **action** taken reports and advised that the **University** procedures may be followed for Creation of Academic staff posts, **Certificate in Indigenous Art Practices** and Scheme for the Certification of the Prior Learning by In-charge, Centre for Traditional Knowledge **Systems(CTKS)**.

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

K.R.Srivatsan

(Prof. **K.R.Srivatsan**)
In-Chair (A.P.C.)

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