

MINUTES OF THE THIRTY-SECOND MEETING OF THE PLANNING BOARD, IGNOU HELD ON DECEMBER 19 2006 AT 3:00 P.M. IN THE BOARD ROOM, BLOCK-8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068

The following were present:

1. Prof. V.N. Rajasekharan Pillai	Chairman
2. Prof. N. Mahmood Quraishi	Member
3. Prof. S.K. Aggrawal	Member
4. Prof. (Ms.) Surabi Banerjee	Member
5. Prof. S.K. Jcshi	Member
6. Prof. E. Vayunandan	Member
7. Dr. P. Shiva Swaroop	Member
8. Shri. Dalip Kumar Tetri	Member
9. Mr. R. Chauhan (Finance Officer, IGNOU)	Special Invitee
10. Dr. C.G. Naidu (Head, PFU, IGNOU)	Special Invitee
11. Prof. Madhulika Kaushik	Member Secretary

Prof. K.K. **Aggrawal**, Dr. D. Padmanaban, Prof. (Ms.) Anjoo Saran (Upadhyaya), Prof. Anu **Aneja**, Shri. Shravan **Patel**, Prof. N.R. Madhava **Menon** and Prof. T.N. Kapoor could not attend the meeting.

Shri R. Sudarsan, Analyst was present to assist the Member Secretary.

At the outset, the Chairman welcomed all members to the 32nd meeting of the Planning Board. After introducing himself, as it was the first meeting since he became the Vice Chancellor of IGNOU, the Chairman said that this meeting is very important, as the University is about to enter into the 11th Five-year plan period. He said that IGNOU has a major role to play in the coming years as the growth in **enrolment** in higher education is steadily increasing. He highlighted the importance of total automation, networking and capacity building for an institution of the size and scale of IGNOU and said that significant importance has been given in this direction in the 11th Five Year Plan for IGNOU. He added that the society expects **IGNOU** to play a major role in catering to its needs, as the University is pioneer in Open and Distance Learning (ODL) system. The Chairman **informed** the members about the actions taken by the Board of Management to **create** Chairs in various areas. He further said that IGNOU wishes to celebrate the 150th Anniversary of the First War of Independence and 60th Anniversary of Indian Independence for the next three years (2007 to 2009). Efforts have been initiated to request the Ministry of Human Resource and **Development** to sponsor one Chair to commemorate the occasion.

The Chairman requested Prof. **Madhulika** Kaushik to present the agenda items.

PB.32.1 To confirm the minutes of the 31st meeting of the Planning Board held on March 6,2006.

PB.32.1.1 The member secretary apprised the members that the minutes of the Thirty-first meeting of the Planning Board **were** circulated to the Members on June 29, 2006. Since no comments were received from the members she proposed that the minutes be deemed to be confirmed as circulated

PB.32.1.2 The Board confirmed the minutes as circulated.

PB.32.2 To consider and confirm the recommendations of the 29th and 30th meetings of the Academic Programme Committee, a Standing Committee of the Planning Board held on May 16, 2006 and September 26,2006 respectively and the subsequent action taken report

PB.32.2.1 The member secretary reported that in the 29th and 30th Meetings of the Academic Programme Committee, the **Phase-II** forms of Eleven Programmes were approved for the next Phase and Ten Programmes were approved for launch. The list of programmes approved are given below:

Programme Concept Form (Phase-11)

- (1) Certificate in **Pottery** (Artisan)
- (2) Certificate in Business Skills
- (3) Certificate in Organic Farming
- (4) Certificate in Bamboo Use, **Technologies** and Enterprise Development
- (5) Certificate in Rattan Use, **Technologies** and Enterprises Development
- (6) Advanced Certificate in Power **Distribution Management**
- (7) Post Graduate Certificate in Cyber Laws
- (8) Diploma in **Craft** and Design (Pottery)
- (9) Post **Graduate** Diploma in Food **Safety** and Certification
- (10) Post Graduate Diploma in Intellectual Property Regime and Human Rights
- (11) Post Graduate Diploma in Gender Studies

Programme Launch Form (Phase-IV)

- (1) Certificate in Maternal and Child Health Care
- (2) Certificate in New **Born** and Infant Care
- (3) Advanced Certificate in Power **Distribution Management**
- (4) Diploma in Civil Engineering

- (5) **Diploma in Electrical and Mechanical Engineering**
- (6) **Diploma in Civil Engineering (General)**
- (7) **Diploma in Dairy Technology**
- (8) **Diploma in Meat Technology**
- (9) **B.Sc. (Hons) Ophthalmic Technique**
- (10) **B.Tech Mechanical Engineering-Computer Integrated Manufacturing**

Prof. S.K. Joshi while appreciating the concept of offering medicine and **technology** programmes through ODL, expressed **the concern** that over time the quality of delivery of such programmes in a vast system could deteriorate if not strictly monitored. He suggested that a **system** to regularly monitor the quality of the programmes should be put in place. Prof. S.K. Agrawal suggested that the Programme Coordinators of School of **Health Sciences** be requested to present the **methods** adopted for **quality** assurance in the next Planning Board meeting.

PB 32.2.2 The Board took note of their concerns and accepted the suggestions made by Prof. S.K. Joshi and Prof. S.K. Agrawal while **confirming** the minutes of the APC.

PB.32.3 To finalise the 11th Five Year Plan Document for IGNOU and ODL in India.

PB 32.3.1 The **member** secretary presented the main features of the Eleventh Plan proposals for the Open and Distance Learning System.

The **members** noted that the proposal had some components which were reflective of a given government scheme or were meant for the entire ODL system in the country but not necessarily and directly part of **IGNOU's** own institutional activities. It was suggested that The 11th Five Year Plan document for **IGNOU** should be segregated from other components such as one Stop portal, **EDUSAT**, etc. so that the scheme of presentation becomes very **clear**. The introduction write up should reflect this segregation clearly.

Prof. **S.K.Joshi** commented upon the detailed proposals of the Schools and Divisions and inquired whether the schematic head IGNOU was inclusive of these.

The member secretary responded that on the basis of the Tenth Five Year Plan appraisal as well as the proposals received from various Schools, Division and Centers the allocation for the **activities** mentioned in the Schematic Head 'IGNOU' had been

made giving due regard to the size of the overall budget as communicated by the MHRD.

Prof. (Ms.) Surabi **Banerjee** highlighted the importance of joint collaborative efforts by **IGNOU** and SOUs to **cater** to the needs of the society. She stated that in the Plan proposal, under the Schematic Head of DEC, SOUs & **CCIs**, an amount of Rupees one hundred and **fifty** crores is allotted for the existing 13 SOUs. She requested for augmentation of funds for the State Open Universities. She emphasized the need for **IGNOU** to work together with SOUs to avoid replication of course **||** programme development. She also suggested that an impact analysis study by **IGNOU** and the various SOUs may be conducted to study **the** impact that these institutions have made in fulfilling the educational and capacity building needs of the society.

The Chairman informed the **members** that there would be a Brain Storming session on National Mission on Education through Distance Education on the **29th** of December. He reiterated the invitation already sent to all members of the Planning Board for the brainstorming session.

PB 32.3.2 The Planning Board noted the suggestions **and** approved the outlay of Rs. 8116 Crore proposed for the **||th** Five **Year** Plan.

PB.32.4 **To consider the statement of the income generated through student fee.**

PB.32.4.1 The member secretary presented the **statements** of the income generated through student fee.

PB .31.4.2 Some members suggested that a more comprehensive one page **report presenting an analysis** of the data be included to enable the **identification** of **programmes** and regions that **need** attention of the Planning Board.

The Chairman said that data analysis work **was** assigned recently and thus it had not been possible to provide comprehensive report in this meeting. However, he assured that the said report would be sent at the earliest to all the members of the **Planning** Board.

PB.32.4.3 The Planning Board took note of the **income** generated through student fees.

TABLED ITEMS

PB. 32.5 **Reporting on Institution of Chairs.**

PB. 32.5.1 The **Chairman** informed the members of the Planning Board about the **proposal** approved by the Board of **Management** to institute different Chairs to be coordinated by various Schools for facilitating Interdisciplinary and **Trans-Disciplinary** interactions, **Intersectoral** dialogues, Discussion meetings on policy perspectives etc.

The **Chairman** highlighted the institution of the following Chairs with their **area** for contribution and their respective School | University for coordination.

- (i) **Tagore** Chair for Indian **Literature** – School of Humanities.
- (ii) **Raman** Chair for Science Education – School of Sciences.
- (iii) Chair for Technology – Enabled Education – School of Education.
- (iv) Chair for Industry – Academy Interfacing – School of Management.
- (v) Chair for Sustainable Development – University level coordination.
- (vi) MHRD **Rajiv** Gandhi Chair for Contemporary Studies – University level coordination.

The Chairman informed that **CBCI** Chair for School of Continuing **Education** already exists and said that proposals for co-ordination of Chairs by other Schools are being considered.

PB.32.5.2 The **Planning** Board applauded the idea for creating and enhancing the academic environment of the University to serve better to the need; of the society.

PB.32.6 Reporting on staff training **In** Application of Information Management and Technology for the administrative staff of **General** Administration, **Finance**, Regional **Services** and Student Registration and Evaluation.

PB.32.6.1 The **Chairman** informed the Board that he had taken initiatives after interacting with various academic and non-academic staff towards **evolving** a mechanism in the University for creating the necessary **Information** and **Office** management as well as the ICT infrastructure for effective Management Information System (MIS) and for continuous short-term and long term training of

administrative and technical staff. He said **that** the proposal in this regard was considered and approved by the Board of Management. He then highlighted the plan for achieving the objectives in a phased manner for the next **five** years, which are as follows

- (i) Creation of physical as well as technology infrastructure for enhancing the **efficiency** of the office management by the administrative staff.
- (ii) Provision for at least 10% of the total non-academic staff to be trained annually from 2007. Staff training to be focused on the job using **ICT**.
- (iii) To encourage the trainees may be certified accordingly after assessing the skills acquired and after due deliberations of the **concerned** Schools.
- (iv) To initiate steps towards gradual automation of office management, academic delivery and student support systems. In this direction **efforts** are likely to be focused for introducing student smart card (A digital card to carry the entire information of the student right from registration to award of degree), **Alumni** management, Academic Management, Management of Student Support services, Digitizing Archives and files, Financial Management and Creation of administrative, academic and **financial** data centers, etc. to facilitate Total Quality Management of the **University**.

PB.32.6.2 The Planning Board commended the initiatives taken by the **Vice-Chancellor**. The Members are of the view **that these** steps will certainly strengthen the student support services, improve efficiency of **office** and **financial** management and enhance the capacity building of the University.

PB .32.7 Any other matter

PB.32.7.1 **With** the permission of the Chair, Prof. N. Mahmood Quraishi expressed his **concern** that in spite of facilities provided at the Electronic Media and Production Center (EMPC) **being** the best in the country, the center is largely under utilized. He stressed for improvement in the quality as well as the **quantity** of the programme production. He emphasized the need to use **EMPC** for the benefits of the society. In this direction he suggested that the EMPC facilities should be opened up for training for students belonging to public **■ recognised** institutions across the **country** to benefit from both the infrastructure and the expertise available especially in the area of Live Telecast Training.

The Chairman welcomed the suggestions of Prof. N. Mahmood Quraishi and requested the Members of the Planning Board to **authorize** him to constitute a committee to study the activities of **EMPC** and suggest a plan of action to improve its functioning and **output** for the next five years.

PB. 32.5.2 The Planning Board took note of the suggestions made in the meeting and authorized the Chairman to constitute the committee.

The **Meeting** ended with a vote of thanks to the Chair.



(**V.N. Rajasekharan Pillai**)
Chairman