

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
SCHOOL OF TOURISM & HOSPITALITY SERVICES MANAGEMENT

**Minutes of the 5th School Board Meeting held on 27th January 2010 at 11:30 am, in the
Board Room, Block No – 8, IGNOU, Maidan Garhi, New Delhi – 110068**

The following members were present:

1. Dr. Sonia Sharma, Director I/c - SOTHSM, IGNOU. - (in chair)
2. Prof. K.R. Srivathsan, PVC, IGNOU - (Special Invitee)
3. Dr. Harkirat Bains, Reader - SOTHSM, IGNOU - (Member)
4. Mr. B.K. Goswami, IAS (Retd), Former Secretary of Tourism GOI. - (Member)
5. Prof. G. Anjaneya Swamy, Head, Dept of Tourism Studies, Pondicherry Univ. - (Member)
6. Prof. C.G. Naidu Director – SOVET, IGNOU - (Member)
7. Prof. B. S. Hansra, School of Agriculture, IGNOU - (Member)
8. Dr. Nehal Farooquee, School of Extension and Development Studies, IGNOU - (Member)
9. Dr. Babu P. Ramesh, School of Interdisciplinary & Tansdisciplines Studies, IGNOU - (Member)
10. Ms. Tangjakhombi Akoijam, Lecturer - SOTHSM, IGNOU - (Member)
11. Mr. Arvind Kumar Dubey, Lecturer - SOTHSM, IGNOU - (Member)

The following members could not attend the meeting:

1. Mr. Ramesh Takulia, Director -Taj Group of Hotels, Taj Palace Hotel, Delhi - (Member)
2. Prof. G.S. Rao, DG, NITH, Hyderabad - (Member)
3. Mr. Jose Dominie, MD and CEO, CGH Earth, Cochin - (Member)
4. Dr. Paramita Suklabaidya, Lecturer –SOTHSM, IGNOU - (Member)

At the outset Dr. Sonia Sharma, the convener of the School Board welcomed all the members to the 5th School Board Meeting. The item wise discussions and recommendations of the School Board are given as below:

SOTHSM 5.1: Confirmation of the minutes of the 4th School Board Meeting.

Minutes of the 4th School Board meeting were placed before the 5th School Board members. The Minutes of the 4th School Board meeting stands approved.

SOTHSM 5.2: Strengthening of SOTHSM Training Cell at RC Bhopal with provision of future expansion of infrastructure and staff facilities.

Dr. Harkirat Bains appraised the School Board members about strengthening of SOTHSM Training Cell at RC Bhopal with provision of future expansion of infrastructure and staff facilities. The training cell may be strengthened by sanctioning an independent budget and the following post on Regular full time basis:

- | | | |
|----------------------------|---|----------|
| 1. Director | - | 01 Post |
| 2. Lecturer | - | 02 Posts |
| 3. Senior Consultants | - | 02 Posts |
| 4. Office Assistants (JAT) | - | 02 Posts |
| 5. Assistant Registrar | - | 01 Post |
| 6. Accountant | - | 01 Post |
| 7. Peons | - | 02 Posts |

It was suggested by the School Board members that appointment of the staff for SOTHSM training cell at RC Bhopal should be done at IGNOU headquarters and such staff members would be deputed to RC Bhopal for SOTHSM training cell.

SOTHSM 5.3: Approval to enter a joint venture with Govt. of Assam and Govt. of Jammu & Kashmir by providing our study material of three Certificate Programmes i.e. CFO, CFBO, CHO at the rate of Rs. 475/- set.

Dr. Harkirat Bains, Programme Coordinator of CFO, CFBO & CHO appraised the School Board members about the proposal to enter a joint venture with Govt. of Assam and Govt. of Jammu & Kashmir by providing our study material of three Certificate Programmes i.e. CFO, CFBO, CHO at the rate of Rs. 475/- set.

The item was approved by the Board members and it was suggested that only non-credit courses can be run through Regional Centres.

SOTHSM 5.4: Approval for fixation of Programme Fee for CFO, CFBO and CHO.

Dr. Bains informed the School Board members about fixation of Programme Fee for CFO, CFBO and CHO.

It was suggested by the School Board members that fixation of Programme fee should be done at School level in consultation with MPDD.

SOTHSM 5.5: Approval to upgrade three Certificate Programmes (CFO, CFBO & CHO) to Diploma in Hotel Operation.

Dr. Bains appraised the School Board members about the upgradation of three Certificate Programmes (CFO, CFBO & CHO) to Diploma in Hotel Operation.

It was recommended by the School Board members to follow the IGNOU norms for upgrading certificate programmes (CFO, CFBO & CHO) to diplomas in Hotel Operation.

SOTHSM 5.6: Approval to offer three Programmes i.e. CFO, CFBO, CHO and AWWT Project to all the States through Regional Centres and Community Colleges.

Dr. Harkirat Bains appraised the School Board members about the offer three certificate programmes i.e. CFO, CFBO, CHO and AWWT Project to all the States through Regional Centres and Community Colleges.

It was recommended by the School Board members that only non-credit certificate programmes can be offered through Regional Centres.

SOTHSM 5.7: To Report the Status of the B.Sc (Hons) International Hospitality Administration Programme (4 years).

The Programme Coordinator, Ms. Tangjakhombi Akoijam appraised the School Board about the status of the programme. Ms. Akoijam reported that after the Phase 3 form for the programme was approved by the School Board and the Academic Council respectively, the Phase 4 form was approved by the Hon'ble Vice-Chancellor.

As per a decision of the 3rd JCC Meeting of IGNOU-FHRAI (ET) Collaboration held on 7th January 2010, Phase 4 approval file submitted to Planning and Development Division (P&DD) for approval of the Academic Programme Committee was re-traced and the same submitted for approval directly to the Hon'ble Vice-Chancellor. Ms. Akoijam appraised the members that subsequently, the said file has been forwarded back to P&DD with a request to place it as an Agenda item in the next Academic Programme Committee, as and when it is held.

The School Board was also appraised about the conduct of regular classes for the programme (from the 25th August 2009 onwards) at FHTRA-IHM, Greater Noida and the First semester examination at the Institute from 4th -11th January 2010.

Further, Ms. Akoijam reported that an Expert workshop would be held to incorporate IGNOU component from the 3rd semester onwards (2009-2013 batch) and to restructure the curriculum of the programme in time for the 2010 academic session.

SOTHSM SB. 5.8.A: To consider and approve the names of faculty members of the School as Question Paper Setters for all courses of MTM programme.

The names of following faculty members of the School were placed for consideration and approval as Question paper-setters for all courses (MTM 1 to MTM 15) of the Master of Arts in Tourism Management Programme: -

1. Dr. Paramita Suklabaidya, Lecturer
2. Ms. Tangjakhombi Akoijam, Lecturer
3. Dr. Sonia Sharma, Lecturer
4. Mr. Arvind Kumar Dubey, Lecturer

The item was approved by the School Board.

SOTHSM SB. 5.9: Reconsideration and Approval of Executive MBA programme (IGNOU – FHRAI-ET collaboration).

Mr. Arvind Kumar Dubey, Programme Coordinator placed before the School Board the Phase – 1 & Phase – 3 form and finalised syllabus of the programme for consideration and approval.

The School Board members asked about the objections of earlier School Board. The programme coordinator briefed about the objections i.e. issues related to syllabus re-structuring, faculty position and AICTE approval.

It was reported that for syllabus re-structuring two expert workshops were conducted on 23rd and 24th July and on 19th August 2009 in which syllabus, its structure, duration, eligibility criteria, examination pattern, credit etc were finalise. The finalised syllabus etc has been approved by the School Board.

Regarding faculty position, it was apprised that in the 3rd JCC meeting in presence of Hon'ble VC, it was resolved that in the programme maximum courses are concerned with operational areas therefore years of mastery and experience of faculty members in the industry should be given ample emphasis. The same has been approved by the School Board.

It was also briefed that in the 3rd JCC meeting it was resolved that the said programme does not come under the ambit of AICTE hence approval and re-naming of the programme does not required. The same has been approved by the School Board.

Phase - 1 and Phase – 3 forms were approved by the School Board with suggestion of inclusion of some IGNOU's video – programmes and separation of mentioned fee.

The present status of the programme was discussed. The School Board directed to submit Phase – 2 and Phase – 4 forms to concerned department for further necessary action i.e. examination of IGNOU's component, enrolment numbers to enrolled EMBA student, release of payment etc.

Phase –1 & Phase - 3 form for Executive MBA programme of IGNOU – FHRAI (ET) collaboration has been approved by School Board.

SOTHSM SB. 5.10.A: Approval of list of Paper Setters for CTS, DTS, BTS, BHM & MHA programme.

The names of following faculty members of the School were placed for consideration and approval as Question paper-setters for all courses of CTS, DTS, BTS, BHM & MHA programme.

- 1) Dr. Paramita Suklabaidya - SOTHSM
- 2) Dr. Sonia Sharma - SOTHSM
- 3) Ms. Tangjakhombi Akoijam - SOTHSM
- 4) Mr. Arvind Kumar Dubey - SOTHSM

The item was approved by the School Board.

SOTHSM SB. 5.10.B: Approval of the List of Evaluator for TEE and Projects for CTS, DTS, BTS, BHM & MHA programme.

Mr. Arvind Kumar Dubey, Programme Coordinator BTS, CTS, DTS placed before the School Board List of Evaluator for TEE and Projects for CTS, DTS, BTS, BHM & MHA programme.

The item was approved by the School Board.

SOTHSM SB. 5.11: Reconsideration and approval of Phase 3 form for MBA in Hospitality Management.

Ms. Tangjakhombi Akoijam on behalf of the programme coordinator Dr. Paramita Suklabaidya placed before the School Board the Phase 3 form of the programme for re-consideration & approval.

In this regard, it was brought to the notice of the Board members that the form was submitted in the previous School Board meetings and was not approved. A JCC of IGNOU-FHRAI (ET) collaboration was held to resolve the main reservations of the School Board.

In the light of the 4th School Board observation regarding the use of titles like MBA and suggestion of re-naming of such programmes to avoid AICTE and other statutory bodies related issues, the JCC resolved to keep the option open for renaming the present MBA Hospitality Management Programme as '**Masters in Hospitality Management**' from 2010 academic session. However, all efforts would be made by IGNOU to award MBA degree to the present batch of students as the advertisement for the 2009-2011 batch was released with the MBA nomenclature.

The 5th School Board resolved that the nomenclature of the programme be retained as MBA Hospitality Management since there are precedence of other university in the country (Eg. Pondicherry University) running MBA programmes without applying for AICTE approval.

Regarding another reservation of the previous School Board regarding standardised syllabus, Ms. Akoijam appraised the members that two expert workshops were conducted to prepare the syllabus for the launch of the present batch, academic session i.e. 2009 – 11. It was further decided that a complete re – structuring of the syllabus would be done for the academic session 2010 onwards.

Another reservation of the School Board was regarding the shortage of qualified faculty at FHRAI-IHM for the Masters level programme and the resolution of the JCC in this

regard was placed before the Board members. It was resolved in the JCC that since maximum courses in the Masters in Hospitality Management programmes were concerned with operational areas, therefore years of mastery and experience of Faculty members in the industry should be given ample emphasis. Moreover, JCC resolved that the School would forward to FHRAI-ET the eligibility criteria for recruiting faculty in the School of Management, IGNOU for its MBA programmes. The same criteria may be applied by FHRAI-ET for recruiting core regular faculty positions at FHRAI-IHM.

Another clarification which the previous School Board had sought was the proper guidelines regarding IGNOU's role in this programme. It was resolved in the JCC that IGNOU would conduct the examination for all the IGNOU component, right from setting the question papers, their moderation, conducting the examination and

evaluation. It was also decided that all the Faculty members of the School will visit FHRAI for conducting face to face sessions in Tourism, specially for **MHMTM 1104: Travel and Tourism Management** from the 2010 academic session onwards.

Considering the resolution of JCC and the clarification given for the reservations of the 4th School Board meeting, the Phase 3 form of the programme was approved.

SOTHSM SB. 5.12: Approval of the list of Candidates selected for Ph. D programmes.

Dr. Sonia Sharma placed before the School Board the list of Candidates selected for Ph.D programmes.

It was suggested by a School Board member to re-check the Ph.D supervisor eligibility of one of the supervisor, as he does not have the mandatory 5 years Post-doctoral experience.

SOTHSM SB. 5.13: To report the status of B.A. in International Culinary Art.

Dr. Sonia Sharma, Programme Coordinator – B.A. International Culinary Art appraised the School Board members about the status of B.A. in International Culinary Art Programme.

It was decided by the School Board that the School would hold an Expert Committee meeting by inviting eminent experts from world wide to structure the curriculum of Culinary Art Programme based on the proposed received by the School from Mr. B.K. Goswami, former Secretary of Tourism, Govt. of India. It was suggested by Mr. B.K. Goswami that we will approach to various State Government requesting them to institute a Chair for local cuisine and their documentation.

In order to facilitate the setting up to the Culinary Institute and to enrich and enhance the reach of School of Tourism & Hospitality Services Management, it is proposed to designate Mr. B.K. Goswami, Formerly Secretary Tourism, Govt of India as **Honorary Advisor**.

Mr. Goswami will also be entrusted with the task of seeking International Collaboration for the proposed Culinary Institute. It is also proposed to introduce gastronomy as part of Culinary Institute. Another discipline which would be part of Culinary Institute is food processing.

SOTHSM SB. 5.14: Any other item with the permission of chair.

5.14. A: To Report the Research Coordinator for Ph.D programme in Tourism & Hospitality of SOTHSM.

Dr. Sonia Sharma appraised the School Board member that Dr. Harkirat Bains, Reader; SOTHSM would be Research Coordinator for Ph.D programme in Tourism & Hospitality.

5.14. B: To report the approval of co-opted members of School Board of SOTHSM under Cause 2 (e) of Statute 10 (A).

Dr. Sonia Sharma appraised the School Board about the approval of co-opted members of School Board of SOTHSM under Cause 2 (e) of Statute 10 (A).

School Board members also suggested that an Annual Report of the School needs to be prepared and presented before the School Board.

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

**Dr. Sonia Sharma
Director I/c – SOTHSM**