

11/5

**MINUTES OF THE 35<sup>th</sup> MEETING (EMERGENCY) OF STUDENT SERVICES COMMITTEE HELD ON JUNE 16, 2014 IN THE BOARD ROOM, NEW VC BLOCK, IGNOU**

An 35<sup>th</sup> Meeting (Emergency) of the Student Services Committee (SSC) was held on June 16, 2014 at 2.30 p.m. in the Board Room, New VC Block, IGNOU. The meeting was attended by the following :

1. Prof. M. Aslam, Vice Chancellor - Chairperson
2. Prof. Nageshwar Rao, PVC - Special Invitee
3. Prof. P. Prakash, PVC - Special Invitee
4. Er. R.K. Gupta, Member, BOM - Member
5. Dr. Sanjeev Pandey, Regional Director (RC, Delhi-1) - Member
6. Prof. Gracious Thomas, Director, SOSW - Member
7. Prof. D. Gopal, Director, SOSS - Member
8. Sh. L.M. Pandey, Finance Officer - Special Invitee
9. Sh. Ernest Samuel Ratnakumar, Registrar, Admn. Divn.- Special Invitee
10. Dr. Srikant Mohapatra, Director, RSD - Member Secretary

Prof. Sushma Yadava, PVC & Member, SSC could not attend the meeting. Dr. Indrani Lahiri attended the meeting from RSD to assist the Member Secretary.

Dr. Mohapatra, Director, RSD and Member Secretary welcomed Prof. M. Aslam, Vice Chancellor, the Members and the Special Invitees to the Emergency Meeting of the SSC which had been called with the objective of establishment of Study Centers and activation of new programmes in already established Study Centers before the new academic session starting July 2014

With the permission of the Chair, the Agenda items were placed before the Committee.

<b>Item No. 1</b>	<b>Confirmation of the Minutes of the 33<sup>rd</sup> and 34<sup>th</sup> Meeting of the SSC</b>
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11/6

The minutes of the 33<sup>rd</sup> and 34<sup>th</sup> Meetings of SSC were confirmed by the committee .

The Member Secretary listed few of the major agendas taken up during the two meetings and the decisions taken by the Committee thereof.

- Further strengthening and extending the IGNOU-Army Project with the aim of reaching out to the furthest person in the field. This model will be replicated for building partnerships with BSF, CRPF, IAF and other paramilitary forces.
- Strengthening of Special Study Centers in jails as per recommendations of the committee.
- Approval of a Scheme for Scholarship for books to IGNOU students belonging to SC, ST and persons with disabilities. This was in accordance with the directive for implementation of SCSP/TSP Sub Plan of the Ministry of HRD.
- Establishment of IGNOU Special Study Centers to reach out to urban slum communities.
- Establishment of study centers maintained by IGNOU
- Preparation of a calendar for establishment of Learner Support Centre, activation of Programme, Closure of Learner Support Centres and their notification thereof.
- Working towards structural reorganisation of RSD (Hqrs.)
- Discontinuing IGNOU's involvement in RGPEEE

The Committee welcomed the initiatives. The observations of the committee on some of the decisions taken by the SSC are as under:

32.11 - The issue regarding **Counselling in low enrolment study centers** was brought up for discussion by Member Secretary. SSC stating that the option of not making counselling compulsory needs to be revisited. The Committee was of the opinion that if a student has taken admission in IGNOU, IGNOU is under obligation to provide counselling services to the student. Use of ICT for delivering pre-recorded model counselling sessions to students could be considered for low enrolment centres.

33.2 - Discussing on the issue of **Translation of IGNOU study materials into Regional Languages**, the Committee deliberated on the matter and directed that BDP material should be translated into all major Indian Languages as is being done in case of Odiya language. The RSD would initiate a note in this regard. The Regional Director would coordinate the activity and may be provided with a Consultant to undertake the task wherever required. The School Board may give in principle approval for the activity with the involvement of the Programme Coordinator in the School. It has to be kept in mind that translation would not only mean translation of SIMs but also availability of assignments and Question Papers in the regional language.

11/7

- 33.3 - Regarding **Launching of new IGNOU programmes**, the Committee was of the opinion that as a policy, all new programmes should be launched as pilot project for a year to understand its operational requirements, enrolment trend and acceptability by learners. The Programme would come back to APC for final decision after going through the pilot phase. During the pilot phase the funds for the programme would come from Plan, and then from Non-Plan after the successful launch of the Programme.
- 33.4 - The Committee desired that action on the recommendations of the committee for **Revamping of Public Information Unit (PIU) and Student Service Centre (SSC)** should be taken up at the earliest and reported to the Committee. A scaled down version of PIU and SSC would be replicated at few high enrolment Regional Centres. The progress in implementation may be reported in the next Meeting of the Student Services Committee.
- 33.8 - The provision for giving **Maintenance grant to study centres** was discussed and it was agreed that lack of proper guidelines and unrealistic decision of not asking for utilization certificate from study centres had made the scheme unviable. The Committee decided that in the changing circumstances and under strict guidelines, IGNOU may have a realistic scheme for providing maintenance grant to study centres.
- 33.9 - The status of **Establishment of IGNOU Study Centres in slums** was discussed. Member Secretary informed that initially one Slum Study Centre was proposed for each region. Reinforcing IGNOU's commitment towards working for the upliftment of the marginalised, the Vice Chancellor informed that several organisations are working for the downtrodden in the capital. Since School of Social Work is already involved with organisations working in the slums, the Committee directed School of Social Work and Regional Centre Delhi-I to set up a Special Study centre in a Slum in Delhi on pilot basis.
- 34.5 - On the proposal for **Establishment of Study Centres maintained by IGNOU**, it was decided that a model study centre maintained by IGNOU would be set up wherever Regional Centres are having their own building. The modalities for this would need to be discussed at length during the next meeting of the Committee.
- 34.8 - Discussing on the new initiatives taken to strengthen **IGNOU Study Centres in Jails**, the Committee observed that while IGNOU is committed towards rehabilitating and reforming Jail inmates; the due process for conduct of examinations cannot be subverted. The room for conduct of IGNOU exam has to be near the office of the Jail Superintendent and the examination to be invigilated/supervised by IGNOU staff.

11/8

<b>Item No. 35.2</b>	<b>To consider the proposals for establishment of new Learner Support Centers and activation of programmes at existing Learner Support Centers.</b>
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The Member Secretary presented the proposals for establishment of new Learner Support Centres and activation of Programmes at existing Learner Support Centres.

The Committee considered and approved the proposal for establishment of 11 Regular Study Centres, 4 Programme Study Centres, 4 Special Study centres and 60 proposals for activation of programmes at existing LSCs.

<b>Item No. 35.3</b>	<b>Any other with the permission of the Chair</b>
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The Member Secretary presented three tabled items as listed below for the consideration of the Committee, details of which are enclosed at Annexure.

Sl. No.	Name of the Proposed Coordinator and Address of Host Institution	Regional Centre	Programme recommended by RSD
1	Sri Arvind Kumar Jha <b>Coordinator</b> Rama Devi Bajla Mahila College Deoghar, Dist : Deoghar (Jharkhand) Pin- 814112, Ph. 06432-222517	Deoghar	BPP, BA, MSO, MHI, CHR, CIG, CNHE
2	Dr. Sujata Tripathi <b>Coordinator</b> Ramanujam College of Education 72 KM Stone, Delhi Mathura Road, Vill: Mitrol , PO Aurangabad Palwal-121 105 (Haryana) - Ph. 01275-263891, 9215575383	Delhi-1	BPP, BA, BCOM
3	Smt. Usha Agrawal <b>Coordinator</b> Rameshwari Devi Govt. Girls PG College Bharatpur, Jaipur-321001 Ph. 05644-222774	Jaipur	MCOM, MARD, PGDRD, CRD, DNHE, DTS, DWED, CWED, MAGD, MTM, MGPS

The proposals were discussed at length and approved.

The Meeting ended with thanks to the Chair.



**Dr. Srikant Mohapatra,  
Director (RSD) &  
Member Secretary, SSC**