

MINUTES
of the
THIRTY FIFTH MEETING
of the
ACADEMIC COUNCIL
held on
May 15, 2006



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi – 110 068

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MINUTES OF THE THIRTY FIFTH MEETING OF THE ACADEMIC COUNCIL HELD ON MAY 15, 2006 AT 11.30 A.M. IN THE CONFERENCE ROOM, BLOCK-8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI – 110 068.

The list of Members present and those who could not attend the Meeting is given in **Appendix-1**.

At the outset, the Chairman welcomed the members to the 35th Meeting of the Academic Council. He specially welcomed the new member Dr. Kamal Vagrecha, Lecturer, School of Management Studies to the Academic Council. The Chairman also placed on record Council's appreciation for the academic contributions made by the retiring members Prof. J.C.Katyal, Dr. Himanshu Kumar Shee, Prof. M.K.Salooja, and Dr. D.Moitra. Before the agenda for the meeting was taken up, the Chairman apprised the Academic Council of the major initiatives taken in of the IGNOU during the last five years. Some of these are:

1. The enrolment in the University rose from 6.8 lakhs to 14.6 lakhs students.
2. The University had witnessed tremendous growth in the number of programme offerings from 64 to 125. Besides these, complete revision of several major programmes such as MCA, BCA, MBA, MLISc, PGDHE, Post-basic B.Sc. Nursing, PGDRD has been done. In addition, 94 courses have been revised and nearly 100 courses are under revision. More than 50 new courses in existing programmes have been added at the Post-graduate (Degree/Diploma) and Doctoral level registering an annual growth of 20% in the last five years.
3. The presence of the University increased from 20 countries in 2001 to 34 countries as of now for its programme offerings.
4. The capability of the University to use electronic media has enhanced tremendously. During the year 2005, the University introduced the first dedicated channel for education on DTH platform. The Gyan Darshan Channel had grown up from two channels in 2001 to four channels as on date and its transmission time has also been increased from 4 hours daily to round the clock. The University has in collaboration with Prasar Bharati during the period has already developed a Gyan Vani network of 17 FM radio stations for education and a few more will become functional soon. Two Edusat national networks for video conferencing – one each from Delhi and Jabalpur with 131 and 850 SITs have been established.

5. The University implemented many new plans and projects in collaboration with Ministries of Agriculture (MOA), External Affairs (MEA), Food Processing (MOFP), Government of India, Indian Council for Agricultural Research (ICAR), National Council for Teacher Education (NCTE), Shipping Corporation of India, Harish-Chandra Research Institute, Department of Atomic Energy, Lal Bahadur Shastri National Academy of Administration, WIPO, Geneva, UNICEF and others.
6. The University has setup two new Schools i.e School of Agriculture and School of Law. The School of Law is developing programs on IP regime and Human Rights, Cyber Laws and Indian Patent Laws. The School of Agriculture has launched two programmes sponsored by the Ministry of Food Processing (MOFP).
7. Three New Centres, one each on ICT-enabled flexible education, Innovations in ODL and for Differently-Abled have been established.
8. All major Schools, Divisions and Centres have been strengthened to improve delivery of learner support services.
9. Some of the new innovative initiatives include a major joint project of IGNOU-ISRO-MHRD in consultation with the State Governments of Bihar, Chattisgarh, MP and UP. A hub and a studio have been developed at Jabalpur to serve as the teaching-end with 850 Receive Terminals using solar panels. The University is also providing massive training to in-service teachers in Govt. Schools of 10 States and a few countries abroad. The Chairman also apprised the Members that he had made a presentation on the role of IGNOU in continuous knowledge up-gradation and training of functionaries in the judicial system before the Hon'ble Chief Justice of India and five seniormost Hon'ble Judges of the Supreme Court. Following this, it has been decided to develop a proposal for collaboration between IGNOU and the National Judicial Academy. The University is also collaborating with the Ministry of External Affairs for providing tele-education to all the countries of Africa through a Pan African Network. It has also signed an MoU with Foreign Service Institute of Ministry of External Affairs (MEA) for on-line training of senior officials of MEA.
10. To enhance our reach to the unreached, a new Regional Centre at Port Blair, along with 4 Study Centres in different islands has been set up.

11. The University is meeting all of its Non-Plan Expenditure from internal resource mobilization. Out of the grants received from the MHRD, we are also providing funds for development plans of other ODL Institutions in the country.

Several members of the Council greatly appreciated some path breaking academic initiatives and interventions successfully introduced in the University during the last five years which lead to alarge number of new programmes and plans of academic collaboration with different Institutions/Organisations/Ministeries including. It is during this period that the system of having a Standing Committee of the Academic Council was introduced to ensure dynamism in the process of decision in academic matters. This period witnessed emergence of SARC Consortium of Opend and Distance Learning (SACODIL) and Global Mega University Network (GMUNET) with Chair and Secretariat in IGNOU. The Academic Council resolved to record its deep appreciation and gratefulness to Prof. H.P. Dikshit, the Chairman of the Council for his dynamic, innovative and visionary leadership provided to the University.

The Chairman then requested Prof. S.C.Garg, Pro Vice-Chancellor to present the agenda items.

ITEM NO.1 TO CONFIRM THE MINUTES OF THE 34TH MEETING OF THE ACADEMIC COUNCIL HELD ON 17.1.2006 AND TO NOTE THE ACTION TAKEN THEREON.

AC 35.1.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the Minutes (**Appendix-2 without appendices**) of the 34th Meeting of the Academic Council held on 17.1.2006 were circulated to the members and no comments have been received from any of the members. He proposed that the Minutes be deemed to have been confirmed.

AC 35.1.2 The Academic Council confirmed the Minutes of its 34th Meeting and noted the action taken thereon.

ITEM NO.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 18TH MEETING OF THE ACADEMIC COUNCIL'S STANDING COMMITTEE HELD ON 20.3.2006.

AC 35.2.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the 18th Meeting of the Academic Council's Standing Committee (ACSC) was held on 20.3.2006. The ACSC considered the following major items:

1. Approved Phase Zero Forms for revision of courses PHE-02: Oscillations and Waves, PHE-03 (L): Physic Laboratory-I, PHE-09: Optics. The Phase Zero Form for Certificate in Information Technology was referred to the Sub-Committee under the Chairmanship of Pro Vice-Chancellor for re-examining the contents.

2. Approved direct admission of PGDIBO students in M.Com. IInd year; Semester-wise offer of Management Courses; Modified Evaluation Scheme of PG Diploma in Community Cardiology; waiving of condition stipulated for re-registration of students in 3rd year of MCA revised syllabus. For determining percentage equivalence for the point-grades in Management Programme was referred to the following Committee for examination and recommendation:
 - Prof. S.C.Garg, PVC - Chairman
 - Prof. Pardeep Sahni, Director, SOSS - Member
 - Prof. N.V.Narasimham, Director, SOMS, - Member
 - Dr. Srikant Mohapatra, Registrar, SRED- Member
3. Approved recommendations of the Task Force on SSS for reviewing the number of assignments in a course in IGNOU; Recommendations of the Committee to look into the details of delivery system for diploma programme in Dairy & Meat Technology.
4. Ratified action taken by the Vice-Chancellor in respect of award of Gold Medal for Innovation in Open and Distance Learning.

AC 35.2.2 The Pro Vice-Chancellor informed that the Gold Medal for Innovation in Open and Distance Learning was awarded to a team of the IGNOU employees led by Director (EMPC) for integrating the peripherals of Edu-Sat. and developing in-house capacity to train the staff at Regional Centres.

AC 35.2.3 During the discussion, one of the Members sought clarification regarding implementation of the decision relating to assignments from July, 2006 cycle. It was informed that the proposed amendments are being placed as a separate item for consideration of Academic Council. If approved, the proposal will be placed before the Board of Management and then referred to the Visitor for approval.

AC 35.2.4 The Academic Council considered and approved the Minutes (**Appendix-3 without appendices**) of the 18th Meeting of the ACSC held on 20.3.2006.

ITEM NO. 3 TO CONSIDER AND APPROVE THE VISION AND MISSION OF THE NATIONAL CENTRE FOR INNOVATION IN DISTANCE EDUCATION (NCIDE).

AC 35.3.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the National Centre for Innovation in Distance Education (NCIDE) was approved as part of Xth Plan proposals in October, 2004. The Centre came into existence in December, 2005 and has been established to provide the platform to promote, develop and pilot innovations in all aspects of ODL systems. It is expected to become a resource centre to help all participants in the ODL system to try out and test innovative ideas for improving efficiency and learner related effectiveness, quality assurance and cost efficiencies in the system. Functioning as a research and prototype development centre, it is expected to provide intellectual, human and technical support to conduct the concept development of new ideas, pilot test innovative applications in all aspects of ODL functions and make the successful applications available to all interested stakeholders within the ODL system, to promote innovations in Distance Education within IGNOU for re-engineering and sustaining the system to provide framework and guidelines for standardization and total quality management of all the facets of the ODL, to provide ICT enabled automotive flexible learner support service system and search for new innovative solutions towards the University's mission of seamless education, cost efficiency and borderless access to quality education through application of technology.

AC 35.3.2 During the discussion, one of the members expressed apprehensions about some commonality between the objectives of NCIDE and STRIDE.

Prof. Kuldeep Mathur appreciated the establishment of the Centre and hoped that it would provide facility for documentation of innovations in ODL system. The members were informed that Director (NCIDE) has already sent a communication to all concerned in this regard. Director, Regional Services desired that innovation in ODL system done at Regional Centres should also be brought within the purview of the NCIDE. Director (SOE) appreciated the establishment of the Centre and desired that work related to innovations in teacher education through ODL system may also be taken up by the Centre.

The Chairman welcomed the suggestions and hoped that the Centre shall strive to accommodate the advice and concern of the members to promote innovations which should not be jacketed. The Council appreciated the special emphasis and focus being given to innovations in a wider perspective and accordingly resolved that different units of the University should work cohesively to promote innovation with

NCIDE playing a central role.

AC 35.3.3 The Academic Council considered and approved the Vision and Mission document (**Appendix-4**) of the National Centre for Innovation in Distance Education with the specific direction that suggestions be incorporated.

ITEM NO. 4 TO CONSIDER AND APPROVE THE PHASE-3 FORM FOR POST GRADUATE DIPLOMA IN SOCIAL WORK (PGDSW) AND MASTER OF SOCIAL WORK (MSW).

AC 35.4.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that The School of Continuing Education has submitted the Phase-3 Form for Post-graduate Diploma in Social Work (PGDSW) and Master of Social Work (MSW). The PG Diploma has 36 credits which form the 1st year of Master's in Social Work, as and when it is considered for offer. Since, this programme is to be offered on modular basis, the School Board has recommended that a student who completes 1st year courses be awarded PG Diploma in Social Work. The programme aims at training social work professionals who would be working in the social welfare and social development sectors in the country. The availability of trained professionals is expected to improve the quality of services. The Programme Coordinator, Prof. Gracious Thomas highlighted the salient features of the programme and responded to the queries raised by the members on eligibility qualifications, course titles, counseling sessions tele-conferencing, practical component etc.

AC 35.4.2 The Academic Council considered the Phase 3 Form and approved the development of PG Diploma in Social Work with the following specific suggestions:

- (i) The course MSW-002 should have a unit/section on Role of Social Workers in Resettlement and Rehabilitation.
- (ii) The title of the MSW-003 course should be Social Work and Society.
- (iii) The delivery mechanism and the support systems for teaching learning process should conform to approved norms of the University.

It further decided that Phase-3 form for Master of Social Work be placed before the Academic Council after assessing the response to PG Diploma in Social Welfare (**Appendix-5**).

ITEM NO. 5 TO CONSIDER AND APPROVE THE MINUTES OF THE SUB-COMMITTEE CONSTITUTED TO EXAMINE THE PROPOSED CREDIT TRANSFER FROM THE OLD MCA TO THE REVISED MCA PROGRAMME.

AC 35.5.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the Academic Council's Standing Committee at its 16th Meeting held on 19.9.2005, while considering the Credit Transfer from old MCA to revised MCA programme constituted a Sub-Committee vide Resolution No. 16.11.2 to examine the issues involved. The Sub-Committee examined the extent of commonality and arrived at the number of credits that could be exempted / transferred for each course. The main recommendations of the Committee along with details of credit transfer for each course that can be permitted to the learners of MCA old syllabus after admission to the revised MCA programme are placed at **Appendix-6**.

AC 35.5.2 The Academic Council considered and approved the Minutes of the Sub-Committee constituted to examine the proposed Credit Transfer from the Old MCA to the Revised MCA programme with the suggestion that MCS-022 be deleted from semester-1.

ITEM NO.6 TO CONSIDER AND APPROVE THE PROPOSAL FOR CREDIT TRANSFER AMONG CERTIFICATE IN RURAL DEVELOPMENT (CRD)/POST-GRADUATE DIPLOMA IN RURAL DEVELOPMENT (PGDRD)/ MASTER OF ARTS (RURAL DEVELOPMENT) PROGRAMME AND CONSEQUENT ISSUES OF FEE WAIVER AND LATERAL ENTRY.

AC 35.6.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the School of Continuing Education has received representations from students regarding the Credit Transfer among CRD/PGDRD/M.A.(RD) programmes and consequent issues of fee-waiver and lateral entry. The background and academic status of these programmes is as follows:

- i) CRD/PGDRD/M.A.(RD) are all Post Graduate Programmes;
- ii) Entry level qualifications for all the three programmes is the same i.e. Bachelor's Degree in any discipline;
- iii) Each programme has an independent status, however, displaying variation in terms of admission cycle, examination and counseling schedule, requirement of assignments and project work etc.
- iv) All the programmes make use of the same study material but the variation is in the extent of number of courses as specified for each programme.
- v) The fee structure for CRD/PGDRD and M.A.(RD) programme is Rs. 800/-, Rs. 1400/- and Rs. 5400/-, respectively.

As per the policy of the University, a student who has cleared a course offered by the University and has not been certified, can be allowed to carry credits earned earlier if he/she had been admitted to the higher programme where the same course is to be studied. In the light of the above policy the School of Continuing Education has proposed the following credit transfer and consequent waiving of fee:

- i) Learners who have successfully completed CRD and are seeking admission to PGDRD or M.A. (RD) may be permitted credit transfer of 18 credits. A fee-waiver of Rs. 600/- (@ Rs. 200 per course) may be granted to such learners.
- ii) Learners who have completed PGDRD programmes and are seeking admission to M.A. (RD) may be permitted credit transfer worth 24 credits. No credit transfer may be permitted for Project work i.e. course RDD-05. A fee waiver of Rs. 800/- (@ Rs. 200/- per course) may be granted to such learners.
- iii) Learners who have not successfully completed CRD/PGDRD programmes, however have successfully completed a specified number of constituent courses may be permitted credit transfer equivalent to the courses passed successfully. A fee-waiver @ Rs. 200 per course successfully completed may be granted.

The School has further proposed that there should be no lateral entry to M.A. (Rural Development) programme since any deviation in the admission cycle can lead to logistic problems.

AC 35.6.2 The Academic Council considered and approved the proposal of SOCE for Credit transfer and fee waiver with the specific suggestion that no lateral entry shall be allowed.

ITEM NO.7 TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN REVISING THE FEE FOR CHANGE OF ELECTIVES/MEDIUM/PROGRAMME ETC. IN BDP AND MASTERS' DEGREE PROGRAMMES; AND TO CONSIDER AND APPROVE THE FIXING OF FEE FOR CHANGE OF COURSE IN MANAGEMENT PROGRAMME.

AC 35.7.1 Prof. S.C.Garg, Pro Vice-Chancellor informed the Council that the BDP Coordination Committee at its meeting held on 7th January 2005 had recommended revision of fee for change of Elective Courses @ Rs. 150/- for 2/4 credit and Rs. 300/- for 8 credit courses. For change of medium in BDP, the Committee recommended that the normal fee of Rs. 100/- be charged in addition to the fee for change of medium for each course @ Rs. 150/- for 2/4 credit and Rs. 300/- for 8 credit

courses. The revised rates came into effect from July 2005 cycle. The Task Force on Student Support Services at its meetings held on 4th and 13th April, 2005 and 2nd December, 2005 had deliberated on the matter and recommended the following fee payment norms for change of electives/medium etc. in Masters Degree Programme:

- (i) for change of Programme, a candidate should pay full fee for the new Programme and forfeit the fee paid for the programme opted earlier.
- (ii) change of medium – Rs. 100/- plus @ Rs. 300/- per course for the elective courses upto 4 credits in the new medium and @ Rs. 600/- per course for the elective course of above 4 credits.
- (iii) change of electives – @ Rs. 300/- per course for electives upto 4 credits and @ Rs. 600/- per course for electives of above 4 credits.

The Task Force on SSS at its meeting held on 17.4.2005 also deliberated on the matter of fees being charged for the credit transfer in the Management Programme, which was fixed during the year 1991. After detailed discussions, it recommended that the fees for change of course in Management Programme and Management Programme in Banking & Finance be fixed at Rs. 500/- per course. The recommendations of the Task Force in respect of payment norms for change of elective/medium programme etc. for Bachelor's as well as Master's Degree Programme have been implemented with the approval of the Vice-Chancellor w.e.f. July, 2005 cycle of admissions.

AC 35.7.2 The Academic Council ratified the action taken by the Vice-Chancellor with regard to the fee charged for change of electives/medium programme etc. in BDP and Master's Degree programme w.e.f July, 2005 cycle of admission and approved the proposal of fixing fee of Rs. 500/- per course for change of course in MP and MP (B&F) w.e.f. January, 2007 cycle.

ITEM NO. 8 **TO REPORT THE RECOGNITION BY THE ALL INDIA COUNCIL FOR TECHNICAL EDUCATION (AICTE) OF MASTER OF BUSINESS ADMINISTRATION (MBA) AND MASTER OF COMPUTER APPLICATIONS (MCA) DEGREES AWARDED BY IGNOU.**

AC 35.8.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the All India Council for Technical Education (AICTE) vide letter no. AICTE/Academic/MOU-DEC/2005 dated May 13, 2005 has informed the Secretaries/Directors, Technical Education of all State Governments/Union Territories that the Master of Business Administration (MBA) and Master of Computer Applications (MCA) degrees awarded by IGNOU are recognized by AICTE.

AC 35.8.2 The Academic Council appreciated the decision of AICTE.

ITEM NO.9 TO CONSIDER AND APPROVE THE MATTER RELATING TO PROVISION FOR ADDING OF SUPPLEMENTARY GAZETTE IN THE CONVOCATION LIST.

AC 35.9.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the Academic Council's Standing Committee at its 18th Meeting held on 20.3.2006, while considering the matter relating to the 17th Convocation, constituted a Committee comprising Prof. B.S.Saraswat, Prof. Pardeep Sahni, and Dr. S.K.Mohapatra to examine the provisions in the statutes/ordinances/rules for adding supplementary Gazette of the successful candidates who have become eligible for the award of degree/diploma/certificate. The Committee deliberated on the issue in detail and resolved to recommend to the Academic Council the following for consideration:

- (i) All the supplementary lists of students to whom the Certificate/Diploma/Degree have been awarded after the Convocation was held (from 1st Convocation to 16th Convocation) be added in the main Gazette of 17th Convocation as a '**Supplementary Gazette**'.
- (ii) The supplementary list of students to whom the final Grade Card/Marks sheet and Provisional Certificates have been issued after the **17th Convocation** held on **18.02.2006** (for the award of Certificate/Diploma/Degrees to those students who have completed their respective programme in **Dec.2004/June 2005 TEEs**) be issued **Certificate/Diploma/Degrees** and deemed to have been admitted in the 17th Convocation, but the list of students be appended in the Gazette of 18th Convocation.
- (iii) The provision as at (ii) above be followed for the Convocations to be held in future.

AC 35.9.2 The Academic Council considered and approved the recommendation of the Committee along with its Minutes placed at **Appendix-7**.

Tabled Items

ITEM NO. 10 TO CONSIDER AND APPROVE THE PHASE-3 FORM FOR B.TECH. IN MECHANICAL ENGINEERING (COMPUTER INTEGRATED MANUFACTURING).

AC 35.10.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that The School of Engineering & Technology has submitted the Phase-3 Form for B.Tech. in Mechanical Engineering (Computer Integrated Manufacturing). The Phase-3 Form has been approved by the School Board of School of Engg. & Technology at its meeting held on 2.5.2006.

AC 35.10.2 The Academic Council considered and approved the Phase-3 Form for B.Tech. in Mechanical Engineering (Computer Integrated Manufacturing) (**Appendix-8**), along with the payment norms for counselors.

ITEM NO. 11 TO CONSIDER AND APPROVE THE PHASE ZERO FORM FOR HIV/AIDS EDUCATION AND ADOLESCENT AND FAMILY EDUCATION (TWO COURSES) FOR THE B.ED. PROGRAMME.

AC 35.11.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the School of Education has submitted the Phase Zero Form for HIV/AIDS Education and Adolescent and Family Education (Two Courses). Special focus is being given by the Govt. of India for prevention and control of HIV/AIDS and Adolescent and Family Education. In order to achieve this, it has been considered prudent to train in-service teachers as also the new entrants to the teaching profession in Schools on issues related to HIV/AIDS Education and Adolescent/Family Education. In this context, it was decided by MHRD, NCTE and IGNOU to introduce two courses i.e. HIV/AIDS Education and Adolescent/Family Education in the training package of in-service teachers pursuing IGNOU's B.Ed. Programme. The development of these courses is being supported by UNICEF and NCTE. The proposal was approved by the School Board at its 21st Meeting held on 24.8.2005 with the directions that the two courses be integrated in the B.Ed. programme as special and compulsory courses.

AC 35.11.2 The Academic Council considered and approved the Phase-Zero Form (**placed at Appendix-9**) for HIV/AIDS Education and Adolescent and Family Education.

ITEM NO. 12 TO CONSIDER AND APPROVE THE PHASE ZERO FORM FOR TEACHING OF TAMIL.

AC 35.12.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the School of Education has submitted the Phase Zero Form for Teaching of Tamil as an elective course for the B.Ed. programme to accommodate the request of B.Ed. students from Tamil Nadu and enable them for their appointment in the state. IGNOU has signed an MoU with Tamil Nadu Open University for using their course material on 'Teaching of Tamil'. The School Board at its 22nd Meeting held on 30.3.2006 considered the issue of Teaching of Tamil in B.Ed. Programme and suggested that the School may review the contents and develop new materials if considered necessary. However, as of now, it may be adopted for one batch of students.

AC 35.12.2 The Academic Council considered and approved the proposal of School Board of School of Education (**Appendix-10**) for 'Teaching of Tamil' course with the specific direction that the course be kept on offer till new materials are developed in-house.

ITEM NO. 13 TO CONSIDER AND APPROVE THE CREDIT TRANSFER SCHEME FROM BCA OLD SYLLABUS TO BCA NEW SYLLABUS.

AC 35.13.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that Consequent upon the launching of **BCA revised syllabus in July 1998** cycle, the pre-revised BCA syllabus has been phased out. The students admitted to BCA pre-revised syllabus during 1996, 1997 & 1998 January cycle of admissions were allowed to pursue the programme for the maximum duration plus the extended period of two years on re-admission. However, a number of students could not complete all the requirements for the award of BCA Degree for various reasons, and sought admission afresh in BCA revised syllabus. A majority of them have completed 50 to 60 credits in the pre-revised syllabus and applied for credit transfer in lieu of the successfully completed courses.

Student Registration and Evaluation Division in consultation with the School of Computer and Information Sciences has worked out the '**credit transfer scheme**' for transfer of credits in lieu of the successfully completed courses in pre-revised syllabus to BCA revised syllabus. Maximum credit transfer permissible is 58 credits and the students can be allowed to re-register simultaneously for 1st /3rd & 5th semester courses and for the 2nd /4th & 6th semester courses, subject to a maximum of 24 credits in a given cycle/semester. In such cases students be allowed to remit the fee for 2nd year and/or 3rd year programme in the first year itself at the time of seeking credit transfer.

Credit transfer fee as per rules of the university, i.e. @Rs.50/- per course, is also payable by the students. Such students be allowed to complete the BCA Programme in a duration less than three years depending upon the credit transfer allowed. They are required to complete 96 credits only, including the credit transferred courses, for the award of BCA Degree.

AC 35.13.2 The Academic Council approved the proposed Credit Transfer Scheme placed at **Appendix-11** subject to the condition that a minimum of one and a half-year will have to be spent.

ITEM NO. 14 TO CONSIDER AND APPROVE THE MINUTES OF THE SUB-COMMITTEE OF THE ACSC FOR FRAMING UNIFORM GUIDELINES FOR PROJECTS ACROSS PROGRAMMES/COURSES IN THE UNIVERSITY.

AC 35.14.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the Academic Council at its 32nd Meeting held on 13.11.2004 considered and approved the Minutes of the 11th Meeting of the ACSC in which the recommendations of the Sub-Committee of the ACSC for framing uniform guidelines for Project across programmes/courses in the University for MCA programme and approved the proposal/scheme of decentralization of project proposals of the Regional Centres in principle for two cycles and the same was to be reviewed in the light of experience so gained. The Sub-Committee at its meeting held on 28.4.2006 reviewed the scheme. The main recommendations of the Committee are:

1. The decentralization of MCA project proposals may be continued for the present.
2. The University should take necessary measures to stop the malpractice regarding project report submission by taking strict action against the guilty students, project supervisors and other persons concerned.
3. The data base of the MCA project proposals maintained by the Regional Centres should be sent to the School of Computer and Information Sciences as per the guidelines approved by the Academic Council.
4. The evaluation of the project proposal for BCA programme should be restarted at Regional Centres from the next cycle. The proposals should be evaluated by the counselors of IGNOU with a

minimum of two years of BCA/MCA counseling experience. The Regional Centres should identify such counselors in the region and be the node for receiving and sending proposals for approval as in the case of MCA. The counselors be paid Rs. 15/- for evaluation of each project proposal as is being done for the MCA proposals at present, subject to approval by Competent Authority.

5. The practice followed by RC, Delhi-II of identifying project reports with the same titles should be emulated by other Regional Centres. Project reports having similar titles should be sent to the same evaluator for evaluation in case of both BCA and MCA to curb malpractice.
6. As far as possible, the *viva-voce* of the project reports should be held at Regional Centres and Sub-Regional Centres. In case of large enrolments depending on logistics, *viva-voce* could be conducted at Study Centres provided outside expertise is available and an ARD/RD supervises the exercise.

AC 35.14.2 The Academic Council considered and approved the recommendations of the Sub-Committee (**Appendix-12**) with the suggestion that the University should ensure that quality is not compromised by holding *viva-voce* of the project reports at the Study Centre level.

ITEM NO. 15 TO CONSIDER AND APPROVE THE PHASE-3 FORM FOR THE DIPLOMA IN CIVIL ENGINEERING – DCLE (G) FOR CORPORATE CONSTRUCTION SECTOR.

AC 35.15.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the Academic Council at its 32nd Meeting held on 13.11.2004, while considering the Minutes of the 11th Meeting of the ACSC, approved the Phase-3 Form for two semesters for the Diploma in Civil Engineering for civilian candidates with the suggestion that the fee may be reviewed. The School of Engineering and Technology has submitted the Phase-3 Form for the Diploma in Civil Engineering – DCLE (G) for all the six semesters along with detailed syllabus which was duly approved by the School Board of SOET at its 23rd Meeting held on 15.7.2005.

AC 35.15.2 The members desired to know the desirability of counseling/contact programmes of 16 hours per credit for theory courses, radio counseling for 10 to 12 hours per year and lab counseling of 10 hours per credit and registration fee of Rs. 7000/- one time. Dr. Manoj Kulshrestra clarified that the programme is being offered in collaboration with CIDC in face-to-face mode. The details have been worked out in the Joint Coordination Committee.

AC 35.15.3 The Academic Council approved the Phase-3 Form for the Diploma in Civil Engineering - DCLE (G) for Corporate Construction Sector (**Appendix-13**).

ITEM NO. 16 TO CONSIDER AND APPROVE THE PHASE-3 FORM FOR REVISED PROGRAMME STRUCTURE OF B.TECH. CIVIL (CONSTRUCTION MANAGEMENT).

AC 35.16.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the School of Engineering and Technology has submitted the Phase-3 Form for Revised Programme Structure of B.Tech. Civil (Construction Management).

AC 35.16.2 The Academic Council approved the Phase-3 Form (**Appendix-14**) for revised programme structure of B.Tech. Civil (Construction Management).

ITEM NO. 17 TO CO-OPT A MEMBER OF THE ACADEMIC COUNCIL IN TERMS OF PROVISIONS OF STATUTE 9 (1) (VIII).

AC 35.17.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that Dr. D. Moitra, Associate Vice-President and General Manager (Research), Infosys Technologies Ltd. who was co-opted as one of the members under sub-clause (viii) of clause (1) of Statute 9 has expressed his inability to continue with the membership of the Academic Council. Consequently a new member of the Academic Council under the above clause is to be co-opted by the Academic Council for the residual term of Dr. D.Moitra i.e. up to 11.12.2006.

AC 35.17.2 The Academic Council authorized the Chairman to co-opt a new member in place of Dr. D.Moitra for the residual term. The Chairman requested the members to suggest a few names for his consideration.

ITEM NO. 18 TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE BDP COORDINATION COMMITTEE PERTAINING TO THE ISSUES OF STUDENT REGISTRATION AND EVALUATION.

AC 35.18.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the BDP Coordination Committee at its meeting held on 13.03.2006 discussed

and made the following recommendations on policy issues pertaining to Student Registration and Evaluation (SRE) :

1. The problems faced by students in assignments

The BDP Coordination Committee recommended that the result should not be declared unless the scores of **minimum no. of assignments stipulated in the Ordinance are taken into account** irrespective of the marks scored by the students in a single assignment.

2. Students who opted for more than 48 credits in a single discipline

The Committee recommended that students should not be allowed to take more than 48 credits in a single discipline as approved by Academic Council and informed through the Programme Guides. The students who have taken more than 48 credits in a single discipline should be asked to opt course(s) from other discipline(s), even if they have cleared all the courses, subject to a minimum of 8 credits in any one discipline.

3. Cases in which students have taken 12 credit in the category of Application-oriented Courses

It was recommended that such students should be advised to change the course. They can either take 4 more credits from the Application-oriented Courses to make it 16 credits or give up 4 credits from AOCs and restrict to 8 credits and take more credits in elective courses.

4. BPP qualified students failing to successfully complete all the requirements for the award of B.A/B.Com/BTS/BSW Degree within the stipulated duration of the Programme

It was recommended that if BPP stream students fail to complete B.A/B.Com/BTS/BSW after the lapse of maximum duration of the Programme plus the grace period for re-admission on pro-rata basis, they should not be asked to do BPP again if they seek fresh admission to complete their programme. They should be given admission directly in BDP and be allowed maximum period as stipulated for BDP.

5. Problem of students indicating the revised course codes of BDP even if they had opted pre-revised version

During detailed deliberations, the Committee noted that students can opt either pre-revised or revised version only. Therefore, while entering the marks they should be entered under the course which a student had opted. The same should automatically be reflected for older students under EPS-01 and the new student under EPS-11. All similar cases be dealt on the same line.

Above recommendations have been approved by the Vice-Chancellor while approving the Minutes of the BDP Coordination Committee.

AC 35.18.2 The Academic Council ratified the action taken by the Vice-Chancellor.

ITEM NO. 19 TO CONSIDER AND APPROVE THE PROPOSAL TO AMEND ORDINANCE 9 – ‘ORDINANCE ON CONDUCT OF EXAMINATIONS AND EVALUATION OF STUDENT PERFORMANCE’.

AC 35.19.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the Assignments have been introduced as a compulsory component in the learning package of IGNOU with a weightage of 25 / 30% in the overall evaluation, to ensure continuous learning and interactive teaching as well as to help students in their preparation for examination. However, in view of large volume of work and dependence on external experts, the University has faced difficulties in obtaining evaluated assignments and grades with the result that the students do not get feed back before commencement of the examination. Although assignment submission is a pre-requisite for appearing in Term-end Examination (TEE), there is no mechanism to prevent the defaulters from appearing in TEE as the dates of assignment submission fall after the last date for submission of examination form.

The Task Force on Student Support Services at its meeting held on 22.01.2002 discussed the matter and recommended to withdraw the component of Assignment from all Certificate Programmes of six months’ duration. Accordingly, the assignments were withdrawn

initially from the **Certificate in Computing** Programme with effect from **July 2002** and in **all other Certificate Programmes** from **January 2003**. The Academic Council's Standing Committee at its Eighth meeting held on 19.04.2003 had ratified the action taken by the Vice-Chancellor (ACSC 8.19.2). Further, the Academic Council at its Twenty-ninth meeting held on 23.06.2003, while considering the minutes of the Eighth meeting of the ACSC, observed that the Assignments in the Certificate Programmes did not serve the desired purpose. The proposal to withdraw the assignments was arrived at after a series of discussions and a brainstorming session organized by the University [AC 29.2.1(vi)]

A Sub-Committee of the Task Force was constituted to review all the issues related to Assignments in IGNOU. The Sub-Committee, after considering the matter in detail, submitted its report which was considered by the Task Force on Student Support Services in a Special Meeting held on 04.01.2006 under the Chairmanship of the Vice-Chancellor. The Academic Council's Standing Committee at its Eighteenth meeting held on 20.03.2006 had considered and approved, among other things, the recommendations of the Task Force and **abolished assignments in all Undergraduate Diploma Programmes of one year duration** effective from **July 2006 cycle** of admissions. The ACSC also approved that **there would be only one assignment for each course in other programmes**, wherever applicable. Moreover, necessary changes in the Ordinances may be brought for effective implementation of these decisions (ACSC 18.3.2).

Consequent upon the above decisions, Clause-2 and Clause-3 of Ordinance 9 need amendment.

AC 35.19.2

The Academic Council discussed the matter, in the light of the recommendations of the Task Force on SSS and the approval of ACSC, and resolved to approve the proposed amendment to the Ordinance 9 – 'Ordinance on Conduct of Examinations and Evaluation of Student Performance'. A brief note explaining the reasons for amendment of **Ordinance 9** along with the statement showing the existing provisions, proposed amendments and provisions after amendments in sub-clause (1) of Clause 2 and sub-clause (1),(2) & (3) of Clause 3 is placed as **Appendix -15**.

ITEM NO. 20 TO CONSIDER AND APPROVE THE RE-ADMISSION FORM ALONG WITH REVISED RULES AND GUIDELINES FOR RE-ADMISSION AND PRO-RATA FEE PER COURSE FOR VARIOUS COURSES FOR OVERSEAS STUDENTS.

AC 35.20.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that the University had revised the fees for re-admission along with the revised rules and guidelines for re-admission and pro-rata fee per course for its various courses. A need has been felt to revise the same for the overseas students also. International Division has re-worked the re-admission form and revised rules and guidelines and pro-rata fee per course for various courses for the overseas students on the basis of the circular issued by the SR&ED. A copy of the re-admission form for B.A./B.Com programme, rules and guidelines for re-admission and a table showing fee and course statement for calculating pro-rata re-admission fee for various programme are placed as **Appendix- 16**.

AC 35.20.2 The Academic Council approved the re-admission form along with revised guidelines for re-admission and pro-rata fee per course for various courses for overseas students.

ITEM NO. 21 TO CONSIDER AND APPROVE PHASE ZERO FORM FOR THE REVISION OF ONE COURSE OF DIPLOMA IN ELECTRICAL & MECHANICAL ENGINEERING (DEME) LAUNCHED FOR CORPS OF ENGINEERS, INDIAN ARMY UNDER IGNOU-CIDC CONSTRUCTION EDUCATION & TRAINING PROJECT (IC-CETP).

AC 35.21.1 Prof. S.C.Garg, Pro Vice-Chancellor informed that under IGNOU-CIDC Construction Education & Training Project, two diploma programmes, namely Diploma in Civil Engineering (DCLE) and Diploma in Electrical & Mechanical Engineering (DEME) are on offer since January 2004. In DCLE, there are two courses on Estimating & Quantity Surveying (EQS), namely BCE-034: EQS-I and BCE-042: EQS-II in Fifth and Sixth semesters respectively whereas only one course EQS-I has been included in DEME in Fifth Semester. Both EQS-I and EQS-II deal with the concepts of estimation and quantity surveying relating to construction apart from relevant details on SSR of Military Engineering Service (MES). For DEME programme, E-in-C Branch of Army Headquarters has desired to include more inputs of

estimation and quantity surveying relating to Electrical & Mechanical items. In light of the above facts, the School of Engineering & Technology proposes to revise EQS-I course for DEME programme and rename the course as BET-034: Estimating & Quantity Surveying having dominance of E/M inputs in the course.

AC 35.21.2 The Academic Council considered and approved the Phase Zero Form (**Appendix-17**) for the revision of the course of Diploma in Electrical & Mechanical Engineering (DEME) launched for Corps of Engineers, Indian Army under IGNOU-CIDC Construction Education & Training Project (IC-CETP).

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

(H.P.Dikshit)
Chairman

Appendix-1

List of Members who attended/could not attend the 35th Meeting of the Academic Council held on 15th May, 2006.

Members who attended the Meeting:

1. Prof. H.P.Dikshit, VC - **Chairman**
2. Prof. S.C.Garg, PVC
3. Prof. S.M.Paul Khurana
4. Prof. Kuldeep Mathur
5. Prof. P.K.Jain
6. Prof. Pardeep Sahni
7. Prof. S.K.Panda
8. Prof. Parvin Sinclair
9. Prof. J.M.Parakh
10. Prof. M.C.Sharma
11. Prof. Renu Bhardwaj
12. Prof. Uma Kanjilal
13. Prof. S.B.Arora
14. Prof. Anu Aneja
15. Prof. Gayatri Kansal
16. Dr. C.K.Ghosh
17. Dr. S.K.Mohapatra
18. Sh. V.K.Arora
19. Dr. T.R.Srinivasan
20. Sh. S.B.Sharma
21. Dr. Anu J.Thomas
22. Dr. T.K.Jena
23. Dr. Eisha Kannadi
24. Dr. N.Venketeswarlu
25. Dr. Kamal Vagrecha
26. Prof. B.S.Saraswat, Director, ACD - **Member-Secretary**

Members who could not attend:

1. Prof. N.R.Madhav Menon
2. Prof. Asghar Wajahat
3. Prof. J. Ramachandran
4. Prof. J.S.Yadav
5. Dr. Shardindu
6. Sh. G.S.Sahni
7. Prof. N.V.Narasimham
8. Prof. A.S.Narang
9. Prof. Vijayshri

Sh. K.D.Sharma, Section Officer, Academic Coordination Division was present to assist the Member-Secretary.