

IGNOU

TWELFTH MEETING OF THE BOARD OF MANAGEMENT

HELD ON OCTOBER 7, 1988.

Item No.	Subject	Page No.
1.	To confirm the Minutes of the Eleventh Meeting of the Board of Management held on August 30, 1988.	86
2.	To note the action taken on the decisions of the Eleventh Meeting of the Board.	88
	REPORTING ITEMS	
3.(1)	To report for approval of the action in approving the rates of Computer Graphics (Computer Animation) for Video production by the Communications Division.	88
3.(2)	To report the purchase of paper from Ballharpur Paper Industries Ltd., Item No.3(2).	89
3.(3)&	To report the Study Tour of Dr K. Anjanappa to U.K. 3(4) Open University - Dr R.N. Mathur to OSLO for information (Item No.3(3) and 3(4).	89
3.(5)	To receive the status report on temporary structures at the new campus. (Item No.3(5).	90
3.(6)	To approve the extension of appointment of Shri S.K. Sengupta as Consultant (Item No.3(6).	90
3.(7)	To receive the report from Shri V. Rama Rao, Engineer Incharge, who attended the International Broadcasting Convention at UK in September, 1988 - Item No.3(7).	91
3.(8)	To receive the project report for distance learning programmes of study in agriculture and rural development in Commonwealth countries of 23 South Asia.	

Item No.	Subject	Page No.
4.	To consider and approve the recommendations of the Planning Board in regard to the recommendations of the Committee constituted to consider various aspects of the eligibility test for the post of Lecturers in the University.	91
5.	To receive the report of the Committee regarding decentralisation of work at Regional Centres.	92
6.	To consider the report of the Committee which visited University of Poona to assess the facilities and determine if they are adequate for imparting education under the Open University system.	93
7.	To consider and approve the proposal on modernisation of Library Operations.	94
8.	To consider the letter from Shri L.P. Shahi, Minister of State for Education, on the role of IGNOU in removal of illiteracy.	94
9.	To consider drafts of new Statutes/Amendments to existing Statutes.	94
10.	To consider and approve the form of contract employment to be executed with the teachers.	95
11.	To consider and approve the age of retirement of non-teaching staff.	95
12.	To consider and approve the qualifications for the posts of Registrars to be appointed by IGNOU.	95
13.	To consider and approve the recommendations of the Finance Committee on procedures to be followed in respect of residential telephones.	95
14.	To consider and approve the proposed Resolution relating to extension of House Building Advance Rules of Central Government employees to IGNOU.	95

Item No.	Subject	Page No.
15.	To consider the recommendations of the Committee regarding pricing of IGNOU Course/Study Materials.	96
16.	To consider and approve of the proposal for the United Nations Development Programme Assistance for extending Study Centre Network through voluntary agencies.	97
17.	To consider the pay scale for Directors of Divisions.	97
18.	To report the nomination of Shri S.N. Sharma, Finance Officer to the Workshop of Internal Audit Interface and Reorientation at Kathmandu.	98
19.	To consider the deputation of Dr M.B. Menon, Planning Officer to the 1988 Annual Conference of the Society for Research into Higher Education in December, 1988 at the University of Surrey.	98
20.	To consider the payment of initial membership fee of Rs.500/- each for the flats acquired by IGNOU at Asiad Village.	98
21.	To report for information the visit of Dr A.W. Khan, Director, Communication Division to Bangkok.	98

78 86  
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MINUTES OF THE TWELFTH MEETING OF THE BOARD OF MANAGEMENT OF  
INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD IN THE UNIVERSITY  
OFFICE AT YMCA CULTURAL CENTRE, 1, JAI SINGH ROAD, NEW DELHI ON  
OCTOBER 7, 1988.

The following were present:

1. Prof. G. Ram Reddy, Vice-Chancellor \_ Chairman
2. Dr. (Miss) Armaity S. Desai
3. Dr. Gurpreet Singh
4. Prof. Mrinal Miri
5. Prof. Ranjit Gupta
6. Prof. B.S. Sharma

Shri K. Narayanan \_ Secretary

Mr. S.C. Gupta, Deputy Finance Officer, and Shri K.J.S. Prasada  
Deputy Registrar assisted the Secretary.

The following matters were considered:

- NO 1 TO CONFIRM THE MINUTES OF THE ELEVENTH MEETING OF  
THE BOARD OF MANAGEMENT HELD ON AUGUST 30, 1988.

The minutes of the eleventh meeting of the Board  
of Management held on August 30, 1988 were  
confirmed.

Arising out of the decision on minutes, the draft  
Statute on "Academic Council" under Resolution  
11.1.3 of the meeting of the Board of Management  
held on August 30, 1988 be modified as given  
below:



"ACADEMIC COUNCIL

(1) The Academic Council shall consist of the following members, namely,

- (i) Vice-Chancellor;
- (ii) Pro Vice-Chancellor(s);
- (iii) Directors of Schools of Studies;
- (iv) Not more than six teachers, other than Directors of Schools of Studies, to be nominated by the Board of Management on the recommendations of the Vice-Chancellor;
- (v) Librarian;
- (vi) Not more than three Directors, other than the Directors of Schools of Studies, to be nominated by the Board of Management on the recommendations of the Vice-Chancellor;
- (vii) A Registrar, designated by the Board of Management, shall be the Member-Secretary of the Academic Council; and
- (viii) Not less than ten persons, who are not employees of the University, co-opted by the Academic Council for their special knowledge, including representatives of employer's organisations, industries, trade and

commerce, academic and professional organisations, communication field etc.

Provided that the total membership of the Academic Council shall not exceed thirty.

(2) The members of the Academic Council, other than ex-officio members, shall hold office for a term of two years from the date of their appointment or co-option, as the case may be.

(3) Ten members of the Academic Council shall form the quorum for a meeting.

TO NOTE THE ACTION TAKEN ON THE DECISIONS OF THE ELEVENTH MEETING OF THE BOARD.

The Board noted the action taken on the decisions of its meeting held on 30th August, 1988. The Chairman informed the members that Prof. D.D. Joshi has joined the University as Pro Vice-Chancellor and that Dr. R.J. Garde will be joining on 17th October, 1988.

A suggestion was made that in future the item on confirmation of the minutes and the action taken thereon may be combined into one item. This was noted for compliance.

#### REPORTING ITEMS

3(1) To report for approval of the action in approving the rates of Computer Graphics (Computer Animation) for Video production by the communications Division.

The Board considered the fee structure for computer graphics which was approved by the Board in its earlier meeting held on 19.3.1987. It was noted that while the approved fee structure remains the same, the rate for computer graphics (Complex) will be Rs.3000/- per minute and not for a programme of twenty to twenty five minutes as

was approved by the Board earlier. In this connection it was noted that normally the content of Computer Graphics (Complex) in a programme of about 25 minutes will be of the order of one to two minutes.

12.3(1).2

The Board approved the action of the Vice-Chancellor in approving the rates for computer graphics (Complex) and agreed that these rates will be followed in future as well.

3(2) To report the purchase of paper from M/s Ballharpur Paper Industries Ltd.

12.3(2).1

The Board noted of the purchase of 150 tonnes of Printing Paper for Rs.26,45,200 and 30 tonnes of Art Card for Rs.6,55,560 from M/s Ballharpur Paper Industries Limited.

12.3(2).2

A suggestion was made that IGNOU may examine introducing electronic transmission method to transfer printed material to Regional Centres which may result in reduction of cost. It was agreed that the feasibility of such a proposal may be examined.

3(3) & 3(4) To report the Study Tour of Dr. K. Anjanappa to U.K. Open University - Dr. R.N. Mathur to OSLO for information.

12.3(3).1

(i) The Board received with appreciation the study tour report submitted by Dr. K. Anjanappa on his visit to UK Open University.

(ii) The Board noted the report on the visit of Dr. R.N. Mathur, Professor of Physics, IGNOU, to Oslo. However, it was felt that the report should have highlighted salient points that emerged at the conference and the benefits accrued to the person or IGNOU from such a visit in the form of recommendations.

3(5) To receive the status report on temporary structures at the new campus.

12.3(5).1

The Board noted the progress on the temporary structures at the campus and suggested that the Architect may be consulted about the design of temporary structures so as to maintain, if possible at this stage, the harmony in structural design as these temporary structures will also form part of the overall Campus.

12.3(5).2

The Board accepted the suggestion of the Vice-Chancellor that an additional area of 40,000 sq. ft. be constructed along with the proposed temporary structures under construction.

12.3(5).3

✓ While on the subject, the Chairman informed the Board that the Delhi Mahila Samaj Trust, whose buildings the University had hired on rent at Tughlakabad, has offered to sell the building complex to the University. The Chairman also informed the Board that the University had invested a sum of Rs.35 lakhs for construction of studios at the above building. A further mention was made that the building has 20 to 25 rooms which could be used as hostel accommodation for teachers and others, which portion of the building is not under IGNOU's control at the moment.

12.3(5).4

The Board was of the opinion that the University should exercise caution in acquiring any property taking into account not only the logistic and managerial problems involved, but also the constructions at the main Campus. However, the Board suggested that the University may examine the proposal in all its aspects and bring the matter before it for consideration.

3(6) To approve the extension of appointment of Shri S.K. Sengupta as Consultant.

12.3(6).1

The Board noted and approved the action taken by the Vice-Chancellor in extending the appointment

of Shri S.K. Sengupta for a further period of 6 months, on the same terms and conditions, w.e.f. 14.9.1988.

3(7) To receive the report from Shri V. Rama Rao, Engineer Incharge, who attended the International Broadcasting Convention at UK in September 1988.

12.3(7).1

The Board received the report submitted by Shri V. Rama Rao on his visit to UK to attend the International Broadcasting Convention. It was felt that the report submitted by Shri Rama Rao could have been more detailed.

12.3(7).2

The Board approved the additional expenditure of Rs.10,365/- (approx.) for his Board and Lodging for the conference period at U.K.

12.3(7).3

Further, the Board observed that employees of the University attending conferences, seminars, etc. should submit brief but comprehensive reports indicating the topics of discussion, the final benefits accrued and indicate the points which could be relevant to the IGNOU. This would not only be a feed back but will also benefit others in the University.

3(8) To receive the Project Report for distance learning programmes of study in agriculture and rural development in the Commonwealth countries of South Asia.

12.3(8).1

This was noted by the Board.

ITEM NO 4

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE PLANNING BOARD IN REGARD TO THE RECOMMENDATIONS OF THE COMMITTEE CONSTITUTED TO CONSIDER VARIOUS ASPECTS OF THE ELIGIBILITY TEST FOR THE POST OF LECTURERS IN THE UNIVERSITY.

12.4.1

The Board approved the recommendations of the Planning Board on the eligibility test for the post of Lecturers in the University.



The Chairman proposed that in subjects such as Engineering, Computers, Management and Health Sciences where the number of applications received is not very large it may perhaps be not necessary to conduct eligibility tests in such subjects as done earlier for other disciplines. The Board agreed that not only in the subjects mentioned above but wherever the applications received are not in large number, the University may adopt a procedure of short-listing candidates to be called for interview but in such cases devise methods to have a brief written test at the time of interview itself on a topic given in the specialisation of the candidates, so as to evaluate the candidates' aptitude, comprehension and the ability to communicate in writing.

In this connection, a suggestion was also made that the information on such tests may be obtained from the Isometric Institute of Calcutta. This was noted.

TO RECEIVE THE REPORT OF THE COMMITTEE REGARDING DECENTRALISATION OF WORK AT REGIONAL CENTRES.

The Board considered the Report of the Committee on Decentralisation and keeping in view the magnitude of operations of IGNOU realised that it is time to initiate the process of decentralisation. Considering the terms of reference of the Committee and various aspects studied by the Committee, the Board accepted the recommendations of the Committee as given in Appendix I and resolved that expeditious steps be taken to implement the recommendations, keeping in view the following :-

- (i) The academic control to be exercised by the Central Office of the University on Regional Centres should be clearly spelt out.
- (ii) The report of the Committee may also be discussed in the meeting of the Regional Directors and their views obtained.



(iii) The status of the Regional Directors be that of a Professor in order to be able to effectively discharge his multifarious responsibilities.

(iv) There is a need to establish 2 or 3 more Regional Centres by next year and that at least one more Regional Centre should be set up in the North East either in Nagaland or Mizoram taking into consideration the extreme remoteness of the areas.

#### ITEM NO 6

TO CONSIDER THE REPORT OF THE COMMITTEE WHICH VISITED UNIVERSITY OF POONA TO ASSESS THE FACILITIES AND DETERMINE IF THEY ARE ADEQUATE FOR IMPARTING EDUCATION UNDER THE OPEN UNIVERSITY SYSTEM.

#### 12.6.1

The Board accepted the following recommendation made by the Committee which visited the University of Poona:-

The Institute of Open Education (IOE) has the infrastructure though on a small scale, and has potentialities to develop it. Therefore, IGNOU may permit the IOE to adopt our course and study material subject to the following:

- a) There should be reciprocal arrangements for adoption of courses and translation/adaptation of study materials. The IOE accepts this and showed willingness to produce audio/video material or allow use of material already produced by IGNOU.

It might be advisable, in order to avoid duplication for the IOE to offer courses only through Marathi medium. Students may combine courses from IGNOU and IOE if they so wish.

- b) The present printed study material of IOE leaves a good deal of scope for improvement and IOE accepts to keep

quality of IGNOU material as model for future production of its material.

c) The IOE plans to open study centres in each district of Maharashtra. Modalities may be worked out for common use of these study centres for IGNOU and IOE. The IOE is agreeable to this.

d) In order to coordinate the functioning of IOE and IGNOU, it may be desirable for IGNOU to have representation on the decision making bodies of IOE (i.e. Board of Management and Academic Committee). The IOE Authorities accepted this in principle and offered to make suitable changes in their statutes.

(ii) Subject to the above, IGNOU may permit the IOE to adopt courses, translate study material of IGNOU into Marathi for their use on conditions laid down by IGNOU.

ITEM NO 7

TO CONSIDER AND APPROVE THE PROPOSAL ON MODERNISATION OF LIBRARY OPERATIONS.

12.7.1

Deferred.

ITEM NO 8

TO CONSIDER THE LETTER FROM SHRI L.P. SHAHI, MINISTER OF STATE FOR EDUCATION, ON THE ROLE OF IGNOU IN REMOVAL OF ILLITERACY.

12.8.1

Deferred.

ITEM NO 9

TO CONSIDER DRAFTS OF NEW STATUTES/ AMENDMENTS TO EXISTING STATUTES.

12.9.1

The Board considered the Draft Statutes and approved them with some modifications. It was resolved that draft statutes as per Appendix II to VII may be submitted to the Visitor for approval.

- ITEM NO 10 TO CONSIDER AND APPROVE THE FORM OF CONTRACT OF EMPLOYMENT TO BE EXECUTED WITH THE TEACHERS
- 12.10.1 Deferred.
- ITEM NO 11 TO CONSIDER AND APPROVE THE AGE OF RETIREMENT OF NON-TEACHING STAFF.
- 12.11.1 Deferred.
- ITEM NO 12 TO CONSIDER AND APPROVE THE QUALIFICATIONS FOR THE POSTS OF REGISTRARS TO BE APPOINTED BY IGNOU.
- 12.12.1 The Board considered the qualifications proposed for the post of Registrars at IGNOU and approved the qualifications as given at Appendix VIII.
- ITEM NO 13 TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE FINANCE COMMITTEE ON PROCEDURES TO BE FOLLOWED IN RESPECT OF RESIDENTIAL TELEPHONES.
- 12.13.1 The Board considered the recommendations of the Finance Committee on procedures to be followed in respect of residential telephones and approved the same with the suggestion that the following officers be also exempted from the limit prescribed for use of telephones:
- (1) Registrars
  - (2) Finance Officer
  - (3) Director, Admission & Evaluation
  - (4) Director, Regional Services Division
  - (5) Director, Communication Division.
- ITEM NO 14 TO CONSIDER AND APPROVE THE PROPOSED RESOLUTION RELATING TO EXTENSION OF HOUSE BUILDING ADVANCE RULES OF CENTRAL GOVERNMENT EMPLOYEES TO IGNOU.
- 12.14.1 The Board considered the proposal on extension of House Building Advance Rules to employees of IGNOU and resolved as follows:
- 12.14.2 Resolved that the House Building Advance Rules, as applicable to the Central Government employees, may be extended to the employees of Indira Gandhi

National Open University. The rules notified by the Central Government as amended from time to time, would be followed mutatis mutandis by the IGNOU.

TO CONSIDER THE RECOMMENDATIONS OF THE COMMITTEE REGARDING PRICING OF IGNOU COURSE/STUDY MATERIALS.

The Board considered and approved the following recommendations of the Committee regarding pricing of IGNOU Course/Study materials:-

#### "Pricing Policy

The various aspects of pricing formula and norms being followed by the different agencies were discussed. All the members present were of the opinion that as profit making is not the aim, the price of our books should be kept as low as possible. However, the cost of books including various overheads must be recovered. It was finally decided that we adopt the formula being followed by NCERT and NBT and price our books at 2 1/2 times the actual cost of production.

#### "Policy with regard to sale through Publishing Houses/Own Marketing Cell

It was decided to carry out the sale of our text book/course material through various agents/book sellers appointed after going through the requisite formalities. The list for prospective dealers be finalised through an advertisement in the press. A list of approved Sales Agents be also obtained from the Controller/Directorate of Publications and our norms be fixed accordingly. It was not considered desirable to open up our Marketing Cell as such.

#### "Sale of books to Institutions

The sale of books to Universities/Institutions like Kota Open University has already been approved by the Board of Management. The price to



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be charged is 1 1/2 times the actual cost of production."

ITEM NO 16 TO CONSIDER AND APPROVE OF THE PROPOSAL FOR THE UNITED NATIONS DEVELOPMENT PROGRAMME ASSISTANCE FOR EXTENDING STUDY CENTRE NETWORK THROUGH VOLUNTARY AGENCIES.

12.16.1 The Board considered the proposal submitted to the United Nations Development Programme (UNDP) assistance for involving the voluntary agencies to run the study centres in remote and rural areas. The Chairman informed the members the salient features of this collaborative venture involving IGNOU, UNDP and the voluntary agencies. He further pointed out that the voluntary agencies will run the study centres in the same manner as is being done now with a difference that they will be mobile so as to reach out to the remote and rural areas. The infrastructural facilities are to be extended by the IGNOU.

12.16.2 The Board accepted the proposal as contained in Appendix IX and suggested that this may be taken up on a Pilot Project basis in three or four states, and further expansion could be considered after assessing the functioning of the study centres run through the voluntary agencies.

12.16.3 Prof. Ranjit Gupta indicated that he could provide names of some voluntary agencies.

ITEM NO 17 TO CONSIDER THE PAY SCALE FOR DIRECTORS OF DIVISIONS

12.17.1 The Board considered the proposal of implementing the revised pay scales in respect of Directors of Divisions in line with the pay scales of Professors and approved the revised pay scales for Directors of Divisions as Rs.4500-7300.

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# ITEM NO 18

TO REPORT THE NOMINATION OF SHRI S.N. SHARMA, FINANCE OFFICER TO THE WORKSHOP ON INTERNAL AUDIT INTERFACE AND REORIENTATION AT KATHMANDU, NEPAL.

## 12.18.1

The Board noted and approved the visit of Shri S.N. Sharma to the Workshop on Internal Audit Interface and Reorientation at Kathmandu.

# ITEM NO 19

TO CONSIDER THE DEPUTATION OF DR. M.B. MENON, PLANNING OFFICER TO THE 1988 ANNUAL CONFERENCE OF THE SOCIETY FOR RESEARCH INTO HIGHER EDUCATION IN DECEMBER, 1988 AT THE UNIVERSITY OF SURREY.

## 12.19.1

Deferred.

# ITEM NO 20

TO CONSIDER THE PAYMENT OF INITIAL MEMBERSHIP FEE OF RS.500/- EACH FOR THE FLATS ACQUIRED BY IGNOU AT ASIAD VILLAGE.

## 12.20.1

The Board approved the proposal to make the payment of initial membership fee of Rs.500/- for each flat at Asiad Village so as to become member of the Asiad Village Society.

## 12.20.2

The Vice-Chancellor informed that the Government of India had agreed to the allotment of ten additional flats in the Asian Games Village Complex to the University.

# ITEM NO 21

TO REPORT FOR INFORMATION THE VISIT OF DR. A.W. KHAN, DIRECTOR, COMMUNICATION DIVISION TO BANGKOK.

## 12.21.1

The Board considered the visit of Dr. A.W. Khan, Director, Communication Division to Bangkok, Thailand at the invitation of the United Nations Economy and Research Commission for Asia and Pacific (ESCAP) to act as a Resource Person at the regional symposium on Farm broadcasting from 28 November to 2 December 1988. It was also noted that the ESCAP had requested Dr. Khan to prepare a training guideline for farm broadcasting. It was noted that the ESCAP will meet all expenses involved in Dr. Khan's visit to Bangkok.



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12.21.2

The Board agreed to Dr. Khan accepting the assignments from the ESCAP.

DATE OF NEXT MEETING

It was decided that the next meeting of the Board of Management be held on 10th December 1988.

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

Sd/-  
Prof. G. Ram Reddy  
Chairman