

**MINUTES OF THE THIRYFIRST MEETING OF THE BOARD OF MANAGEMENT OF THE INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD IN THE OFFICE OF THE UNIVERSITY AT K-76, HAUZ KHAS, NEW DELHI-110 016 ON MONDAY, FEBRUARY 1, 1993 AT 1100 HOURS.**

The following were present :

1. Prof. V.C. Kulandai Swamy, Vice-Chancellor, Chairman
2. Dr M.P. Parameshwaran
3. Prof. Ram G. Takwale
4. Fr. T.V. Kunnunkal
5. Prof. H.P. Dikshit
6. Prof. V.V. Mandke
7. Dr S.K. Singh
8. Sh. P. Satyanarayana

Shri K. Narayanan, Secretary

Shri S.V. Giri, Dr Gurpreet Singh, Prof. Sitanshu Mehta, Dr (Mrs) Rajammal P. Devadas, Shri Nikhil Chakravartty, and Dr A. Jamal Kidwai could not attend the meeting.

Prof. C.L. Anand, Dr S.K. Gandhe, Pro-Vice-Chancellors, Shri C.R. Pillai, Director (Planning & Teachers Affairs) and Shri S.C. Johorey, Finance Officer, attended the meeting as special invitees.

Shri K.J.S. Prasada Rao, Dy Registrar (Governance), was present to assist the Secretary of the Board.

**ITEM NO.1 TO CONFIRM THE MINUTES OF THE 30TH MEETING OF THE BOARD OF MANAGEMENT HELD ON NOVEMBER 06, 1992 AND TO NOTE THE ACTION TAKEN THEREON.**

BM 31.1.1 The Secretary informed the Board that no comments have been received from the members. However, a letter received from the Ministry of Human Resource Development on behalf of the Secretary, Dept. of Education, who is a member of the Board of Management, (received while the meeting was in progress) was considered. The Board noted that the Secretary's comments related to item No.1 and item No.8. With reference to item No.1 of the minutes, it was stated that "since issues regarding pay scales and career advancement scheme in respect of non-teaching staff of Central Universities are being sorted out with the UGC, IGNOU should not, at least in respect of future recruitment, prescribe teaching scales with a career advancement scheme

for its non-academic group A employees till these issues are resolved amicably." The Board noted the comments and felt that any scheme communicated by Government in consultation with the UGC could be considered by the Board and appropriate amendments made to the R&P Rules.

**ITEM NO.2**

**TO CONSIDER THE QUALIFICATIONS TO BE PRESCRIBED FOR THE POST OF PROFESSOR (ACADEMIC PROGRAMME EVALUATION).**

**BM 31.2.1**

The Vice-Chancellor explained that the job requirements of the Professor in the area of academic programme evaluation is significantly different from those of Professors in various disciplines. The Professor is expected to initiate and organise evaluation of the academic programmes of the University, its instructional system, delivery of various services to the students and issues concerning the quality of the programmes as well as the services. It is envisaged that the person to be appointed should have considerable experience of evaluation of academic programmes, field research including surveys, collection, compilation, analysis and management of data and preparation of research reports etc. After detailed deliberation, the Board approved the following qualifications for the post of Professor (Academic Programme Evaluation) :

- i) MA/MSc in Statistics with Ph.D. in any discipline where statistical tools/methods are extensively used.
- ii) Research qualifications and at least 10 years experience broadly conforming to the requirements in areas like evaluation of educational programmes, survey designs covering large scale postal and field surveys, data management covering collection, organisation, analysis and presentation of data, and preparation of qualitative and quantitative study reports for purposes of modifications in policy and implementation of reforms.
- iii) Desirable qualification: Experience in evaluation of programmes in distance education.

**ITEM NO.3**

**TO NOMINATE MEMBERS ON THE DISTANCE EDUCATION COUNCIL.**

**BM 31.3.1**

The Board considered the proposal and nominated the following as members of the Distance Education

3  
Council with effect from 13.3.1993 for a period of  
> years:

**Under Clause (3) (a) (v)**

Dr A. Jamal Kidwai

**Under Clause (3) (e) (vii)**

Dr K.M. Pathusha, Director  
Institute of Correspondence Course &  
Continuing Education  
Madurai-Kamaraj University.

**ITEM NO.4**

**TO DESIGNATE THE SECRETARY OF THE DISTANCE  
EDUCATION COUNCIL (DEC).**

BM 31.4.1

The Board designated Dr P. Deshpande, Director,  
Distance Education Council, as Secretary of the  
Distance Education Council in terms of Clause  
(3)(b) of Statute 28.

**ITEM NO.5**

**TO CONSIDER AMENDMENT TO CLAUSE 5(1) OF THE  
ORDINANCE ON CONDUCT OF EXAMINATIONS AND EVALUATION  
OF STUDENT PERFORMANCE.**

BM 31.5.1

The Board considered the proposal for amendment to  
Clause 5(1) of the Ordinance on Conduct of  
Examinations and Evaluation of Student Performance  
which was earlier considered and approved by the  
Academic Council at its meeting held on December  
18, 1992. In the discussion that followed, the  
following views were expressed:

- (i) The grading system is considered a step forward in the evaluation of student performance and going back to the numerical marking system would be a retrograde step.
- (ii) Several Universities in the country which adopted the grading pattern have progressively gone back to numerical marking system on the plea that the system of grading proved unsatisfactory.
- (iii) If the grading system is considered a failure, it is not because of any fault in the system itself but the difficulties encountered in its operationalisation, and in majority of cases, for its non-acceptance by the academic community.
- (iv) Professional institutions such as IITs, Management Institutions and Agricultural Universities have successfully implemented the

grading system.

(v) A large number of small employing organisations insist that candidates produce the precise marks obtained by them in the qualifying examinations to determine their interse merit.

(vi) Since the IGNOU is also an apex body for the open University system, the patterns and models of evaluation of Student performance evolved by it, would become models for State Open Universities.

BM 31.5.2

The Board, taking into consideration the views expressed, desired that while the University may adopt numerical marking system for its programmes of BA, BCom, BSc and BLIS, it may simultaneously use grading pattern along with the numerical marking. The evaluation by examiners may be carried out in numerical marking. The University may ensure that the mark sheet or the certificate indicates both marks as well as equivalent grades.

BM 31.5.3

The Board, therefore, desired that the Academic Council may consider the above suggestion made by the Board and propose appropriate amendment to the Ordinance for consideration by the Board.

ITEM NO.6

**TO CONSIDER THE RECOMMENDATIONS OF THE SELECTION COMMITTEES.**

BM 31.6.1

The Board considered the recommendations made by the Selection Committees in respect of the post of Professor of Public Administration and Professor of Economics. The details of the candidates, listed in order of merit, to whom offers may be issued in the first instance are indicated below:

Name	Post	Remarks/pay recommended
Dr S.K. Singh	Professor, Economics	Pay as per rules
...	Professor, Public Administration	The committee did not find any of the candidates suitable for the post.

BM 31.6.2

The Board also considered and approved the recommendation made by the Selection Committee for the appointment of Mrs Bano Saidullah a permanent Academic Associate in Life Sciences as Lecturer.



BM 31.6.3

The Vice-Chancellor informed the Board that the selection process in respect of Professor of Life Sciences is not yet complete and therefore the Committee which met on 27.1.93 would meet again before finalising its recommendations.

## ITEM NO.7

## TO RATIFY THE ACTION TAKEN ON THE SECURITY CONTRACT.

BM 31.7.1

The Board ratified the action taken in awarding security services contract to M/s Belle Vie Security Services for a period of one year from November 1992 at the following monthly rates:

Security Guards (total 55) :

- (i) Civilian - Rs.1556/- each
- (ii) Ex-servicemen - Rs.1950/- each

Security Supervisor(One) Ex-serviceman - Rs.2600 Per month.

BM 31.7.2

The Board also noted that security guards, (civilian) and the Security Guards who are ex-servicemen, were in the ratio of 60 and 40 respectively and that the rates quoted above were inclusive of all statutory charges like Provident Fund, Employees State Insurance, Weekly Off, Uniforms and service charges to the agency. The total monthly payment to the security contractor on the above basis works out to Rs.96,848/-.

## ✓ ITEM NO.8

## TO CONSIDER AND APPROVE THE MINUTES OF THE FINANCE COMMITTEE HELD ON NOVEMBER 30, 1992 AND APPROVAL ON THE SPECIFIC ITEMS.

BM 31.8.1

The Board considered and approved the minutes of the 18th meeting of the Finance Committee held on November 30, 1992(Appendix-1). The Board, in particular, gave its approval to the following items which were specifically referred by the Finance Committee:

- (i) Regulation of purchases/works upto Rs.1 lakh.
- (ii) Rates of charges for jobs connected with evaluation and examination.
- (iii) The proposal for creation of two posts of drivers in the pay-scale of Rs.950-1500 in the Material Distribution Division for operating forklift trucks.
- (iv) Rates for payment of remuneration to

counsellors of B.Sc. programmes.

- (v) Financial Estimates for the year 1993-94 and Estimates 1992-93.
- (vi) Report of the Director General of Audit, Central Revenues, New Delhi appended to the accounts for the year 1990-91.
- (vii) Annual Accounts of the University for the year 1991-92.
- (viii) To approve variations in the expenditure over the final grants during the financial year 1991-92.

BM 31.8.2

The Board also noted the comments on the item received from the Education Secretary regarding the delay in submission of Annual Accounts of the University for the years 1990-91 and 1991-92. The Board desired that efforts may be made to avoid such delays and that a time schedule be worked out so as to meet the requirement of statutory dates.

ITEM NO.9

TO NOTE THE MINUTES OF THE PLANNING BOARD MEETING HELD ON NOVEMBER 20, 1992.

BM 31.9.1

The Board noted the minutes of the 13th meeting of the Planning Board held on November 20, 1992. While considering the matter, a view was expressed that the allocation of Rs.5 crores for the development programmes of state open Universities may not be adequate. It was clarified by the Vice-Chancellor that, though the overall outlay on higher education was drastically reduced, the provision for distance education was retained without any significant reduction. In that context, and taking into account the fact that the total number of State Open Universities which might become eligible for support from IGNOU during the eighth plan is not likely to be very large, the proposed allocation of Rs.5 crores for State open Universities may be adequate.

ITEM NO.10

TO NOTE THE MINUTES OF THE ACADEMIC COUNCIL MEETING HELD ON DECEMBER 18, 1992.

BM 31.10.1

The Board noted the minutes of the Academic Council meeting held on December 18, 1992.

ITEM NO.11

TO CONSIDER AND APPROVE THE MINUTES OF THE ESTABLISHMENT COMMITTEE MEETING HELD ON JANUARY 22, 1993.

BM 31.11.1

The Board considered and approved the minutes of

ne 11th meeting of the Establishment Committee held on January 22, 1993 (Appendix-II).

BM 31.11.2

The Board, in particular, considered and approved the recommendations of the Selection Committee in respect of the posts of Asst. Regional Director/Lecturer in Education held on 19th January, 1993 and approved them.

BM 31.11.3

The Board was informed by the Vice-Chancellor that the interviews for the post of ARD/Lecturer in Computer Sciences have not been completed and that the Selection Committee would meet again before finalising its recommendations.

BM 31.11.4

The Vice-Chancellor also informed the Board that the IGNOU NASA and some employees have represented against the decision of the Establishment Committee under Item No.8 concerning the absorption/seniority of Shri M.K. Khanna. In this context, the Board was apprised by the Registrar, and later by Dr S.K. Gandhe, Pro-Vice-Chancellor of the issues involved in the absorption of Shri. M.K. Khanna as Section Officer instead of Sr. Assistant and also fixing his seniority in the cadre of Section Officers w.e.f. 22.1.86. It was pointed out that Shri Khanna is said to have received pro-rata retirement benefits from his parent organisation till his date of absorption in the University i.e., 21.6.1990. The Board resolved that Shri M.K. Khanna's position in the seniority list be tentatively fixed with reference to 22.1.86, the date of his promotion as Section Officer, and the seniority list be published inviting objections if any from the concerned persons. The objections, if any, received may be processed taking into account all relevant aspects and the matter be placed before the Board of Management for a final decision.

ITEM NO.12

TO CONSIDER THE APPOINTMENT OF DIRECTOR FOR THE SCHOOL OF HEALTH SCIENCES.

BM 31.12.1

The Board accepted the recommendations of the Vice-Chancellor for appointment of Professor P.K. Dutta as Director of School of Health Sciences and that his appointment as Director may be made till further orders.

ITEM NO.13

TO REPORT ON THE FEES PAID/PAYABLE TO THE LEGAL ADVISER.

BM 31.13.1

The Board considered the action taken by the University in making payment to the Legal Adviser Shri A.V. Rangam to the tune of Rs.57,025 towards professional services rendered by him for

appearances in the Court and towards drafting affidavits and other incidental expenses. On a request from the Vice-Chancellor the Board was apprised by the Registrar the salient features indicated in the agenda note.

BM 31.13.2

The Board, after taking into account the reasons explained by the Registrar:

i) Ratified the action taken in making payment of Rs.57,025 to Shri Rangam for the professional services rendered by him and also approved the rates quoted by him for future appearances in courts/ drafting affidavits etc till the period of his retainership with IGNOU is expired i.e. upto 30.6.93; and

(ii) that the University may explore the possibilities of engaging the services of a Senior Counsel on retainership basis.

ITEM NO.14

TO CONSIDER THE CONDEMNATION OF MATADOR VANS DDA 5299 OF THE COMMUNICATION DIVISION AND DID 6080.

BM 31.14.1

On a request from the Vice-Chancellor, the Registrar explained the reasons for bringing the proposal before the Board for the condemnation of two Matador vans DDA 5299 and DID 6080. It was stated that DID 6080 was purchased in 1985 and DDA 5299 in 1987 and that the vehicles have covered 1,29,240 KM and 86,569 KM respectively. Both the vehicles have not completed the required 8 year period nor have they run 1,50,000 KM to qualify for condemnation. However, taking into account the exorbitant maintenance cost in running these two vehicles, a Committee was appointed to examine the viability or otherwise of their continued use. The Committee, which also included a technical expert from outside, after going through the papers and also after carrying-out a physical inspection of the two vehicles, recommended their condemnation.

BM 31.14.2

The Board, taking into account the recommendations made by the technical committee and the condition of the vehicles, decided that the two vehicles, namely, DDA 5299 and DID 6080 be condemned and that they may be disposed off by public auction as per procedures laid down.

ITEM NO.15

TO RATIFY THE ACTION TAKEN REGARDING INCREASE IN THE CONTRIBUTIONS FOR CONTRIBUTORY PROVIDENT FUND FROM 8 1/3% to 10%.

BM 31.15.1

The Board considered and ratified the action taken by the Vice-Chancellor in increasing the



9

employer/employee contributions to Contributory Provident Fund from 8 1/3% to 10% in accordance with the directions of the Government of India. The Board approved the amendments proposed to the following clauses of the rules which would read as below after the amendment:

"6.1.2 It may be any sum, so expressed not less than 10% of his emoluments."

"8.2 The contribution shall be 10% of the Subscriber's emoluments drawn on duty during the year or period as the case may be."

**ITEM NO.16 TO REPORT ON THE FOURTH CONVOCATION.**

BM 31.16.1 The Vice-Chancellor informed the Board that it is proposed to hold the Fourth Convocation of the University on May 4, 1993 at Siri Fort Auditorium, New Delhi. The Vice-Chancellor also informed that he has extended an invitation to Rt. Honourable Lord Briggs, Chairman, Board of Governors of the COL to deliver the convocation address and that he has accepted the invitation.

**ITEM NO.17 TO REPORT THE EXTENSION OF TIME GRANTED TO PROF. BAKHSHISH SINGH FOR COMPLETING THE PROJECT REPORT.**

BM 31.17.1 The Board ratified the action taken in granting extension to Prof. Bakhshish Singh for completing the project report by extending the period by 14 days i.e., upto 27.11.92 and the consequent additional expenditure involved on staff salaries etc.

**ITEM NO.18 TO CONSIDER THE FORMULATION OF ORIENTATION/REFRESHER PROGRAMMES FOR TEACHERS AND OTHER ACADEMIC STAFF OF THE IGNOU.**

BM 31.18.1 The Board was informed that the scheme of career advancement of Lecturers adopted by the University on the basis of the UGC scheme envisages their participation in a series of short term refresher/orientation programmes and that their confirmation, placement in the senior scale/selection grade and promotion are subject to their participation in a specified number of such programmes at appropriate intervals. In addition, when a large number of Lecturers and Assistant Regional Directors were recruited in 1992, it was provided in their letters of appointment that they may have to qualify in such courses related to distance education system as the Board of Management may specify, within a period of 3 years. In order to consider and recommend appropriate

programmes for these purposes, the Vice-Chancellor had constituted a Committee and it has submitted an interim report.

BM 31.18.2

The Board considered the whole matter and also the interim report of the Committee and resolved that:

- i) all newly appointed teachers and other academic staff, unless otherwise stipulated should enrol for the diploma programme in distance education offered by the IGNOU and qualify in that programme within a period of three years from the date of their appointment; and
- ii) teachers who qualify in the Diploma in Distance Education may be given appropriate exemption from participation in the refresher/orientation programme at any one stage, namely, placement in the senior scale or promotion as Reader or placement in the Selection Grade.

The details of these exemptions may be worked out and notified as early as possible.

BM 31.18.3

The Board further resolved that those among the existing Lecturers and other academic staff holding equivalent positions who qualify in the Diploma in Distance Education may be exempted from the requirement of participation in refresher/orientation programme for either placement in the senior scale or for promotion as Reader or placement in the Selection Grade as the case may be.

BM 31.18.4

The Board also resolved that special arrangements may be made for the enrolment of the ARD's and Lecturers recently recruited by the University in the programme which commenced from January, 1993.

ITEM NO.19

TO CONSIDER AND APPROVE THE VISIT OF PROF. V.C. KULANDAI SWAMY, VICE-CHANCELLOR, IGNOU TO U.K. UNDER THE ODA-IGNOU PROJECT.

BM 31.19.1

The Board considered the visit of Vice-Chancellor, Prof. V.C. Kulandai Swamy to UK during February 22-26, 1993 under ODA-IGNOU Project and his visit to Sri Lanka during March 10-11 1993 to attend the meeting of the Vice-Chancellors of Open Universities in the Asian Region under the aegis of COL and approved the same. It was noted that there

will be no financial commitment on the part of the University for these visits.

ITEM NO.20

TO REPORT FOR INFORMATION THE DISCUSSION BETWEEN PROF. JAMES A. MARAJ, PRESIDENT COMMONWEALTH OF LEARNING AND PROF. V.C. KULANDAI SWAMY VICE-CHANCELLOR, INDIRA GANDHI NATIONAL OPEN UNIVERSITY.

BM 31.20.1

The Vice-Chancellor presented in brief the salient points of the discussions he had with Prof. James A. Maraj during his visit to Canada in October, 1992. The note received from the COL, summarising the discussions held, is placed at Appendix-III.

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

(V.C. KULANDAI SWAMY)  
CHAIRMAN