

MINUTES OF THE THIRTY FIFTH MEETING OF THE BOARD OF MANAGEMENT  
OF THE INDIRA GANDHI NATIONAL OPEN UNIVERSITY HELD IN THE OFFICE  
OF THE UNIVERSITY, MAIDAN GARHI, NEW DELHI ON WEDNESDAY,  
DECEMBER 1, 1993, AT 1100 HOURS.

The following were present :

1. Prof. V.C. Kulandai Swamy, Vice-Chancellor, Chairman
2. Prof. Mihir Bhattacharya
3. Prof. Prabhat Patnaik
4. Ms Nirmala Deshpande
5. Prof. H.P. Dikshit
6. Prof. V.V. Mandke
7. Prof. S.K. Singh

Shri K. Narayanan, Registrar - Secretary

Shri S.V. Giri, Shri. Bhaskar Ghose, Shri Kapil Sibal, Shri C.K. Birla and Shri P. Satyanarayana could not attend the meeting. Leave of absence was granted to them.

Dr S.K. Gandhe and Prof. C.L. Anand, 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.

Before the items of the agenda were taken up, the Chairman informed the Board of the retirement of the following members on completion of their term of membership:

Prof. Sitanshu Mehta  
Dr Gurpreet Singh  
Dr (Mrs) Rajammal P. Devadas  
Sh. M.P. Parameswaran  
Sh. Nikhil Chakravartty  
Fr T.V. Kunnunkal  
Prof. Ram G Takwale  
Prof. A. Jamal Kidwai

The Chairman made a reference to the significant contributions made by all the above members, especially during a period of rapid expansion and growth of the University. The Board placed on record its deep appreciation of their contributions and desired that it be conveyed to them.

The Vice-Chancellor extended a cordial welcome to the new members, namely, Prof. Mihir Bhattacharya, Prof. Prabhat Patnaik and Ms Nirmala Deshpande who were present at the meeting. The

other three new members, Shri Kapil Sibal, Shri C.K. Birla and Shri Bhaskar Ghose had conveyed their apologies for not being able to attend the meeting.

The following items were considered:

**ITEM NO.1** TO CONFIRM THE MINUTES OF THE 34TH MEETING OF THE BOARD OF MANAGEMENT HELD ON SEPTEMBER 3, 1993, AND TO NOTE THE ACTION TAKEN THEREON.

**BM 35.1.1** The Secretary of the Board informed that no comments had been received from any member. However, he tabled a letter dated November 23, 1993 received from the Ministry of Human Resource Development with certain observations on Item Nos.1,3 and 6 of the minutes of the 34th meeting held on September 3, 1993. The Chairman informed the Board that normally the comments received from the members are considered at the time of confirmation of the minutes. The Vice-Chancellor read out the contents of the letter. The observations made in the letter were noted. The Minutes of the 34th Meeting held on September 3, 1993 were confirmed.

**BM 35.1.2** The Board also noted the action taken on the Minutes.

**ITEM NO.2** TO CONSIDER THE MINUTES OF THE DISTANCE EDUCATION COUNCIL MEETING HELD ON NOVEMBER 05, 1993 AND IN PARTICULAR, DEC'S RECOMMENDATIONS FOR SANCTIONING GRANTS TO STATE OPEN UNIVERSITIES.

**BM 35.2.1** The Vice-Chancellor briefly explained that IGNOU, apart from functioning as an Open University, has also the responsibility to determine standards of the open University system and provide development support to the State Open Universities. For receiving grants from IGNOU, a State Open University has to be declared fit to receive grants from central sources under the provisions of Section 12B of the UGC Act. There are at present 5 State Open Universities in the country, one each at Hyderabad, Nashik, Kota, Patna and Bhopal. Of these, Dr BR Ambedkar Open University (BRAOU), Hyderabad, Kota Open University (KOU), Kota and Yashwantrao Chavan Maharashtra Open University (YCMOU), Maharashtra have so far been declared fit to receive grants from Central sources. The other two Universities, namely, Nalanda Open University, Patna and M.P. Bhoj Open University, Bhopal, are yet to be declared fit by

the UGC. The IGNOU has allocated a sum of Rs.5 crores during the 8th plan period for providing grants to state open universities. The Visiting Committee appointed by the Distance Education Council examined the 8th plan proposals submitted by BRAOU and YCMOU and made certain recommendations. The Distance Education Council had considered these recommendations and decided that the Universities concerned may be asked to indicate their priorities within certain ceilings of support during the eighth plan and that pending finalisation of these priorities, an ad hoc grant of Rs.25-30 lakhs may be sanctioned to each of these Universities for the year 1993-94 as part of its 8th plan development support.

BM 35.2.2

The Board, after considering the recommendations of the Distance Education Council, resolved to sanction a grant of Rs.30 lakhs each to BRAOU & YCMOU for the year 1993-94 which would form part of the overall allocation to be made to these two Universities during the 8th Plan period. The Board also approved the minutes of the Distance Education Council meeting held on November 5, 1993.

ITEM NO.3

TO CONSIDER THE RECOMMENDATIONS OF THE PLANNING BOARD FOR THE ESTABLISHMENT OF A SCHOOL OF LEGAL STUDIES IN THE IGNOU.

BM 35.3.1

The Vice-Chancellor informed that the Planning Board, at its meeting held on October 20, 1993, considered a proposal for the establishment of a School of Legal Studies. Considering the importance of legal education and the demand for programmes in this area, the Planning Board decided that the University should establish a School of Legal Studies. The Board, after considering the recommendation of the Planning Board, and also keeping in view the need for starting certain programmes of legal education, resolved that a School of Legal Studies may be established in the University. The Board authorised the Vice-Chancellor to take such steps as are necessary to get the statute amended to establish the School of Legal Studies. The Board also authorised the Vice-Chancellor to constitute a Committee, consisting of, among others, a member of the Board, to examine all the issues involved in launching legal education programmes and submit its recommendations.

## ITEM NO.4

TO CONSIDER AN AMENDMENT TO STATUTE 10A FOR PRESCRIBING NUMBER OF MEETINGS OF SCHOOL BOARDS IN A YEAR.

## BM 35.4.1

The Board considered the proposal and approved the proposed amendment to clause (5) of Statute 10A on the Schools of Studies which is placed at Appendix-1.

(Amended Statute submitted for the for

## ITEM NO.5

TO CONSIDER AND APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON NOVEMBER 30, 1993.

## BM 35.5.1

The Vice-Chancellor explained that owing to the problem of quorum, the 22nd Finance Committee meeting fixed on 19.10.93, 25.10.93 and 15.11.93 was postponed and could be held only on 30th November, 1993 i.e., a day before the meeting of the Board of Management and, therefore, the Minutes are being tabled at the meeting. The Finance Committee at its above meeting considered such important items as the Audit Report on the accounts of the University for the year 1991-92, Financial Estimates for the year 1994-95 and Revised Estimates for the year 1993-94, Annual Accounts for the year 1992-93 and the Manual for Internal Audit, requiring consideration and approval of the Board of Management. The Vice-Chancellor stated that while the minutes were tabled the background papers on all the above four items were sent earlier to the members of the Board of Management along with the agenda papers for their perusal. It was also stated that, in addition to the above four items, two new additional items were considered by the Finance Committee. These are: (i) Statement on variations in the expenditure over the final grants during the financial year 1992-93; and (ii) the norms for payment to academic counsellors and various other functionaries for the programmes of PG Diploma in Computer Applications, Advanced Diplomas in Construction Management and Water Resources Engineering and B.Sc., Nursing.

## BM 35.5.2

The Board considered the minutes of the meeting of the Finance Committee held on November 30, 1993 (Appendix 2) and resolved to approve the recommendations of the Finance Committee in respect of the following:

- (i) Audit Report on the accounts of the University for the year 1991-92;
- (ii) Financial estimates for the year 1994-95 and the Revised Estimates for the year 1993-94;

(Note: Committee)

- (iii) Annual Accounts for the year 1992-93;
- (iv) Manual of Internal Audit for the University;
- (v) Statement showing variations in the expenditure over the final grants during the Financial year 1992-93; and
- (vi) the norms for payment to academic counsellors and various other functionaries for the programmes of PG Diploma in Computer Applications, Advanced Diplomas in Construction Management & Water Resources Engineering and BSc Nursing.

- BM 35.5.3 While considering the non-plan financial estimates for 1994-95, the Board noted that the Government grant was restricted to the level of support provided in 1991-92, with a 5% annual increment. The Board also decided that in pursuance of the Finance Committee's recommendations made at its 18th meeting held on 30th November, 1992, the additional funds generated by the University through increase in fees, sale of publications, etc. may be credited to a separate development fund so as to form a corpus from which the University could meet a part of its development needs and other unavoidable contingencies. **Noted.**
- ITEM NO.6 TO CONSIDER AND APPROVE THE MINUTES OF THE ESTABLISHMENT COMMITTEE MEETING HELD ON NOVEMBER 4, 1993.
- BM 35.6.1 The Board considered the minutes of the meeting of the Establishment Committee held on November 4, 1993. The Vice-Chancellor in particular made a reference to the recommendations of the Selection Committee for the post of Reader in Economics held on 15.10.93 and the proposal for appointment of an Officer on Special Duty to coordinate the work relating to assessment of the quality of the student evaluation system of the IGNOU.
- F 35.6.2 The Board approved the recommendation of the Selection Committee for the post of Reader in Economics.
- BM 35.6.3 While considering the item on the appointment of an Officer on Special Duty, a view was expressed that it would have been advisable to establish a unit to coordinate the work relating to an assessment of the quality of the evaluation system, create a post of an Officer on Special



Duty and appoint a suitable person after due process of selection. It was clarified that in this case, a Selection Committee had made a recommendation which, after due consideration, was remitted to a Committee by the Board of Management for further consideration. The Committee after careful examination of various aspects came to the conclusion that an Officer on Special Duty for a limited period was necessary to coordinate the work on the project for assessing the quality of the evaluation system and that Dr V.D. Madan who was recommended by the Selection Committee for an administrative position would be a suitable person for this work.

- BM 35.6.4 The Board, taking into account the clarification, approved the recommendations made by the Establishment Committee under its Resolution No.EC 14.15.2, that Dr V.D. Madan, Reader in Mathematics, IGNOU be appointed as Officer on Special Duty for a period of two years with the details as in the Resolution of Establishment Committee.
- BM 35.6.5 The Board approved the minutes of the meeting of the Establishment Committee held on November 4, 1993, which is placed at Appendix-3.
- ITEM NO.7 TO CONSIDER AND APPROVE THE MINUTES OF THE WORKS COMMITTEE MEETING HELD ON OCTOBER 27, 1993.
- BM 35.7.1 On a request from the Chairman, Dr S.K. Gandhe, Pro-Vice-Chancellor briefly explained the salient points arising out of the minutes of the Works Committee.
- BM 35.7.2 The Board approved the minutes of the Works Committee held on October 27, 1993 (Appendix-4).
- ITEM NO.8 TO CONSIDER AND APPROVE THE MINUTES OF THE STUDENT SUPPORT SERVICES COMMITTEE HELD ON AUGUST 16, 1993.
- BM 35.8.1 The Board noted and approved the minutes of the 3rd meeting of the Student Support Services Committee held on August 16, 1993.
- ITEM NO.9 TO CONSIDER AND APPROVE THE REGULATIONS FOR THE MEETINGS OF THE PLANNING BOARD AND THE ACADEMIC COUNCIL.
- BM 35.9.1 The Board considered and approved the Regulations for the meetings of the Planning Board and the Academic Council as proposed. The approved Regulations are placed at Appendix-5 & 6.

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## ITEM NO.10

TO CONSIDER THE REPORT OF THE VISIT OF PROF. C.L. ANAND, PRO-VICE-CHANCELLOR TO GULF REGION FOR SETTING UP OF STUDY CENTRES.

BM 35.10.1

The Vice-Chancellor stated that the subject of opening IGNOU study centres in the Gulf region had been under the consideration of the Board for quite some time. It was considered in the 17th meeting of the Board of Management on 16.8.1989. However, the view of the Board then was that IGNOU should first consolidate its activities within the country before venturing outside. But increasingly, Institutions concerned with distance education such as COL have been suggesting that IGNOU should reach out to other developing countries in offering its programmes. There were also several requests from the Indian community living in the Gulf region to provide them with facilities to enrol in the IGNOU programmes. The Ministry of External Affairs has also been supporting these requests. Universities from advanced countries are opening study centres in developing countries. It was in this context that a decision was taken at the last meeting of the Board to depute Prof. C.L. Anand to visit the Gulf region to examine the feasibility of opening IGNOU Study Centres there.

BM 35.10.2

On a request from the Chairman, Prof. C.L. Anand briefly explained the outcome of his visit to Gulf region. He stated that there was considerable enthusiasm among the Indian community in the Gulf region for IGNOU programmes and that it was feasible to start immediately 2 Study Centres, one each at Dubai and Abu Dhabi. The organisations which are willing to sponsor the Study Centres, have the capacity to provide the physical facilities for which the University would not have to make any investments. In fact, the whole scheme would be so designed as to generate some surplus income for the University. There are several universities of advanced countries which were trying to enter this area and if IGNOU did not take steps to provide educational facilities in the region now, it would have missed a big opportunity. In terms of cost, the IGNOU programmes would be less costly than those offered by the advanced countries. In fact, Prof. Anand informed that some Indian universities are already enrolling students from the region in their correspondence education programmes.

BM 35.10.3

The members welcomed the idea of opening Study Centres in the Gulf region. In fact, a strong

plea was made that the University should offer its programmes even to the local students besides the Indian community settled there. The Board approved the proposal for establishing at least two centres to begin with, one each in Dubai and Abu Dhabi, and authorised the Vice-Chancellor to take appropriate steps to finalise the terms and conditions after discussions with the representatives of institutions in the Gulf region. The University may seek any assistance that may be needed from the Ministry of External Affairs.

**ITEM NO.11**

**TO CONSIDER CO-OPTION OF THREE PERSONS TO THE BOARD OF MANAGEMENT UNDER THE PROVISIONS OF CLAUSE (1)(vi) OF STATUTE 6A OF THE STATUTES OF THE UNIVERSITY.**

**BM 35.11.1**

The Board considered the matter and coopted the following persons on the Board of Management:

**(a) Under Clause (1)(vi)(a)**

Prof. T.N. Bhardwaja  
Vice-Chancellor, Kota Open University

**(b) Under Clause (1)(vi)(b)**

Prof. S.K. Verma  
Vice-Chancellor, Central Institute of  
English and Foreign Languages, Hyderabad

**(c) Under Clause (1)(vi)(c)**

Shri N.V.K. Murthy  
Hony. Secretary,  
Indian Institute of Education  
Pune

**ITEM NO.12**

**TO CONSIDER A PROPOSAL TO ASSIGN A COMPREHENSIVE WORK STUDY TO AN EXTERNAL AGENCY FOR DETERMINING THE NON-ACADEMIC STAFF STRENGTH IN THE UNIVERSITY AND FOR DETERMINATION OF NORMS FOR CREATION OF SUCH POSITIONS IN FUTURE.**

**BM 35.12.1**

The Vice-Chancellor briefly explained that the University has already completed 8 years of existence and it is felt appropriate to look at the existing administrative structures of the University, the strength of the non-academic staff, and the norms for creation of such positions in the future taking also into account the need for computerising various operations. He also stated that it would be advisable that



competent outside agency conducts this review so that the required norms for creation of posts and improvements if any, in the administrative structure are worked out. The Board approved the proposal and authorised the Vice-Chancellor to select one of the Indian Institutes of Management or the Administrative Staff College, Hyderabad or the National Productivity Council, to undertake such a study.

**ITEM NO.13****TO REPORT ON THE MINUTES OF THE PLANNING BOARD MEETING HELD ON OCTOBER 20, 1993.****BM 35.13.1**

The Vice-Chancellor informed the Board that the Planning Board had suggested the appointment of a Committee to review the performance of the University in the last 8 years and to recommend the directions for its future development. He also pointed out that the Planning Board had recommended the appointment of another Committee to review the programmes in Management Education offered by the University and to suggest a perspective plan for its development in the next 10-15 years, and that steps were under way to constitute both these Committees.

**BM 35.13.2**

The Board noted the minutes of the 15th meeting of the Planning Board held on October 20, 1993.

**ITEM NO.14****TO REPORT ON THE MINUTES OF THE ACADEMIC COUNCIL MEETING HELD ON NOVEMBER 16, 1993.****BM 35.14.1**

The Board noted the minutes of the 9th meeting of the Academic Council held on November 16, 1993.

**ITEM NO.15****TO CONSIDER THE PROPOSAL ON PURCHASE OF STEEL FURNITURE FOR REGIONAL/STUDY CENTRES FROM REPUTED FIRMS.****BM 35.15.1**

The Board considered the proposal for empanelling the following firms for purchase of steel furniture for regional/study centres on the rates agreed upon in the contract:

1. M/s Godrej & Boyce Manufacturing Co Ltd
2. M/s Chandan Metal Products Ltd.,
3. M/s Khira
4. M/s Hyderabad Allwyn
5. M/s Elefur

**BM 35.15.2**

While approving the above, Board felt that such routine matters need not be brought before the Board in future for consideration. The Board also suggested that the possibility of purchasing furniture from local manufacturers/agents for

centres located in remote areas may be explored.

**ITEM NO.16**

BM 35.16.1

**TO REPORT ON THE TELE-CONFERENCING EXPERIMENT.**

The Vice-Chancellor briefly explained the major features of the 10 day one-way video and two-way audio tele-conferencing experiment undertaken by the University in collaboration with the ISRO from October 4-13, 1993 in which the IGNOU Main Campus functioned as the "teaching end" and 10 Regional Centres as "learning ends." The Board appreciated the experiment conducted by the University and suggested that efforts be initiated to make teleconferencing a regular feature of the delivery of University's programmes to coordinators, counsellors and students scattered all over the country.

**ITEM NO.17**

BM 35.17.1

**TO REPORT ON THE CREATION OF 100 SCHOLARSHIPS IN IGNOU FOR ENABLING CANDIDATES FROM DEVELOPING COUNTRIES TO REGISTER FOR IGNOU COURSES.**

The Vice-Chancellor informed the Board that the COL has decided to institute a scheme for the award of 100 scholarships to students enrolling in IGNOU programmes from Zimbabwe, Tanzania, Mauritius, Bangladesh, Maldives, Gambia and Guyana. These scholarships, named after the former Prime Minister, Rajiv Gandhi, will be funded by the Commonwealth of Learning in collaboration with the Rajiv Gandhi Foundation. The details are yet to be worked out by Commonwealth of Learning.

BM 35.17.2

The Board noted with appreciation the institution of 100 scholarships for the benefit of students from the above mentioned countries.

**ITEM NO.18**

BM 35.18.1

**TO REPORT ON THE FIFTH CONVOCATION OF THE UNIVERSITY.**

The Vice-Chancellor informed the Board that the 5th Convocation of the University is scheduled to be held on April 16, 1994. In this connection, he also informed the Board that he had extended an invitation to Prof. James A Maraj, President, Commonwealth of Learning, to be the Chief Guest and deliver the Convocation address. He also made a brief mention of the outstanding contributions made by Prof. Maraj to the cause of education in general, and distance education in particular, and the consistent support that he has been extending to the IGNOU. Taking all these into account, the Vice-Chancellor suggested that it would be appropriate for the University to honour Prof.

Maraj by conferring an Honorary Doctorate on him on the occasion of the 5th Convocation. He stated that the Academic Council at its meeting held on November 16, 1993 had unanimously endorsed the proposal.

BM 35.18.2 The Board welcomed the invitation extended to Prof. James Maraj to be the Chief Guest on the occasion the 5th Convocation and unanimously endorsed the proposal to confer an Honorary Doctorate on him on the occasion.

ITEM NO.19 TO CONSIDER AND APPROVE THE CONSULTING AGREEMENT ENTERED INTO BY IGNOU WITH M/S YAMASHITA SEKKEI INC., JAPAN, UNDER THE JAPANESE GRANT AID PROGRAMME.

BM 35.19.1 The Board considered the proposal and approved the consulting agreement entered into by IGNOU with M/s Yamashita Sekkei Inc., Japan. It was noted that as per this agreement M/s Yamashita Sekkei Inc., Japan would have to be paid 153,371,000 Japanese Yen from out of the grant aid for their services to be provided under the agreement. It was further noted that M/s Yamashita Sekkei Inc., Japan has been recommended by the Japan International Cooperation Agency, an agency of the Government of Japan. for appointment as Consultant for this project.

ITEM NO.20 TO CONSIDER AND APPROVE THE AGREEMENT ENTERED INTO WITH THE COMMONWEALTH OF LEARNING FOR THEIR ACQUISITION OF IGNOU VIDEO PROGRAMMES.

BM 35.20.1 The Board noted the agreement entered into between IGNOU and the Commonwealth of Learning under which the COL would be acquiring selected video programmes produced by the IGNOU and that the agreement (signed on 29.10.1993) would be valid for a period of 5 years. According to the agreement for each video programme selected and acquired, the Commonwealth of Learning would pay IGNOU the equivalent of Rs.30,000 in US dollars.

ITE NO.21 TO CONSIDER AND APPROVE THE EXTENSION OF THE VALIDITY OF PANELS OF SELECTED CANDIDATES FOR THE POSTS OF ASSISTANTS AND JUNIOR ASSISTANT-CUM-TYPISTS.

BM 35.21.1 The Board considered the proposal and resolved to extend the validity period of panels of candidates selected for the posts of Assistants and Junior Assistant-cum-Typists by six months from November 24, 1993.

**ITEM NO.22** TO CONSIDER RESERVATION OF SEATS FOR THE WARDS OF DEFENCE PERSONNEL.

**BM 35.22.1** The proposal was considered and the Board approved the reservation of 11 seats, one each in the following programmes of the university, for the wards of Central para-military forces personnel as well as those defence services personnel who got killed or were seriously injured in action:

1. Diploma in Management
2. Master of Business Administration
3. PG Diploma in Human Resource Management
4. PG Diploma in Operations Management
5. PG Diploma in Financial Management
6. PG Diploma in Marketing Management
7. Diploma in Computers in Office Management
8. Bachelor of Library & Information Science
9. PG Diploma in Computer Applications
10. Advanced Diploma in Water Resources Engineering
11. Advanced Diploma in Construction Management

**ITEM NO.23** TO CONSIDER AND AUTHORISE SHRI K. NARAYANAN, REGISTRAR, TO REPRESENT THE UNIVERSITY AT THE TENDER OPENING IN JAPAN AND SIGN THE LETTERS OF INTENT/CONTRACT UNDER THE GRANT-IN-AID PROJECT OF THE GOVT. OF JAPAN.

**BM 35.23.1** The Board considered the proposal to authorise the Registrar, Shri K. Narayanan to represent the University at the tender opening meetings in Japan on 13.12.93 and to sign the letters of intent/contract under the grant-in-aid project of the Government of Japan. The Board was also apprised that it was necessary that Dr S.K. Gandhe, PVC, who was associated with the project proposal from the beginning and Prof. Devesh Kishore who has been providing technical and professional guidance in formulating the proposals are also present in Japan during the finalisation of the tenders and signing of the contract. It was noted that M/s Yamashita Sekkei Inc., Japan will meet the entire travel expenditure and hospitality of two persons from IGNOU, namely, Shri K. Narayanan and Dr S.K. Gandhe and that the expenditure on the visit of Prof. Devesh Kishore will be met by the University.

**BM 35 23.2** The Board passed the following resolution:

"RESOLVED that Shri K. Narayanan, Registrar IGNOU be and is hereby authorised to represent the Indira Gandhi National Open University at the

tender meetings to be held in Tokyo, Japan, scheduled from December 13, 1993 onwards for the purpose of witnessing and confirming that the tender is properly handled on behalf of the University, to make additional requests on behalf of the University in the event that a surplus occurs and to issue a Letter of Intent or to sign the Contract after receiving a tender evaluation report from the Consultants."

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

V.C. KULANDAI SWAMY  
Vice-Chancellor