#### **IGNOU**

MINUTES OF THE SEVENTY - FIFTH MEETING OF THE BOARD OF MANAGEMENT HELD ON MAY 24, 2003 AT 11.00 A.M. IN THE CONFERENCE ROOM, BLOCK - 8, IGNOU CAMPUS, MAIDAN GARHI, NEW DELHI - 110 068.

The following were present:

- (1) Prof. H.P. Dikshit, Vice-Chancellor Chairman
- (2) Shri D.C. Pant
- (3) Dr. N.S. Ramegowda
- (4) Prof. N.K. Ambasht
- (5) Prof. C.L. Anand
- (6) Dr. H.C. Pandey
- (7) Prof. Manohar Lal
- (8) Prof. B.S. Saraswat
- (9) Dr. C.K. Ghosh

Prof. A.S. Narang, Registrar - Secretary

Shri Ravi Mathur, Joint Secretary, Higher Education, MHRD attended the meeting on behalf of Shri S.K. Tripathi, Secretary, MHRD.

Shri Pawan Chopra, Secretary, MOI&B, Shri Y.N. Chaturvedi, Shri J. Veeraraghavan, Shri L.N. Jhunjhunwala and Prof. N.R.M. Menon could not attend the meeting.

Prof. S.C. Garg, Pro Vice-Chancellor, IGNOU attended the meeting as a Special Invitee.

Shri O.P. Bangia, Assistant Registrar (VCO), was present to assist the Chairman.

Before taking up the agenda items, the Chairman welcomed the members to the 75<sup>th</sup> Meeting of the Board of Management. He particularly welcomed Shri Ravi Mathur, Joint Secretary, Higher Education, who was attending the meeting for the first time on behalf of Shri S.K. Tripathi, Secretary, MHRD and placed on record appreciation for Shri S.P. Gaur, Joint Secretary who had been attending the meetings on behalf of the Secretary, MHRD for the cooperation and support extended by him to the University. The commencement of proceedings of the meeting started with the presentation of the **PREAMBLE** by the Chairman.

#### **PREAMBLE**

"I have great pleasure in welcoming you all to the 75<sup>th</sup> meeting of the BOM. As in the earlier meetings, we would like to report some recent developments of greater significance, which took place during the last two months and would also place before you some new initiatives and some new responsibilities both at national and international levels that we wish to undertake. We seek your suggestions, recommendations and decisions on all these issues.

In the 74<sup>th</sup> meeting, we had highlighted some recent initiatives, interventions and policy declarations undertaken at different levels by the MHRD, Indian Space Research Organisation (ISRO) and some similar other organisations highlighting the importance, significance and relevance of open and distance learning system in the country and a very special role of our University in the emerging scenario. Our special efforts in this direction have shown some results. We are very pleased to report that for the first time in our country it has been jointly agreed between the Chairman UGC, Chairman AICTE and the undersigned in his capacity as the Chairman DEC to issue a joint letter (copy enclosed) addressed to the Vice-Chancellors and Heads of all the Institutions of Higher Education to ensure quality of distance education programmes. We consider this as a major break through in our collaborative efforts with other major national and international organisations relevant to our functioning.

As a follow up to the minutes of the meeting of all State Secretaries of Higher Education convened by the MHRD on January 29, 2003, we are contacting all the Heads of the Governments in different States for developing new State Open Universities and for ensuring quality of the existing programmes in distance education. We are again pleased to report that a new Open University has already been set up by the State of Tamil Nadu and we have just received a communication from the Secretary Education, Government of Uttaranchal stating that the Chief Minister of the State has already approved a proposal to start a new State Open University for Uttaranchal. The Governors of Haryana, Orissa and Chattisgarh and the Chief Ministers of Kerala and Assam have also responded to our letter. In the present state of development of ODL system with limited expertise available in the country it is necessary for us to extend technical and professional support to new Institutions of ODL. We are thus, continuing our efforts to expand access to quality distance education to meet the target of 40% of students in higher education under the ODL mode by the end of the 10<sup>th</sup> Plan period.

The Distance Education Council in its meetings held on July 13, 2002 and March 6, 2003 has also taken some major policy decisions, which will be covered under agenda item No. 14 of this meeting. Some of the important decisions taken include assessment and accreditation of the open distance learning system in the country by Distance Education Council. We are developing a draft Ordinance/Statute for streamlining the system of assessment and accreditation of ODL institutions for presentation in one of the subsequent meetings of the Board. We are also in the

process of sending expert teams to state Open Universities and other institutions of ODL to assess, evaluate and monitor the impact of support extended to them during the 9<sup>th</sup> plan and the first year of the 10<sup>th</sup> Plan and to discuss the proposals for future development plans. We are also preparing a status report about all the Institutions providing education through Distance Mode. Sri D.C.Pant, Pro-Vice Chancellor is guiding a group of three persons to accomplish this important task in a time bound manner.

We have been taking several major initiatives to fulfil the mandate given to us for improving the quality of life of our people through education and training by distance mode. In this direction following activities were undertaken:

The BOM, in one of the earlier meetings, had decided to set up a new School of Agriculture. The proposal is awaiting the clearance of EFC. However, the BOM had approved the appointment of Dr. Panjab Singh, former Secretary, Department of Agricultural Research & Education and Director General, ICAR as the Director of the Centre for Continuing Education in our University, which had been handling agriculture based extension programmes also. I am pleased to report that Dr. Panjab Singh has joined us and we have been able to make appreciable progress during this period. We aim to develop Competent and Productive Human Resource including Qualification Framework for the agriculture and allied sectors (such as Rural Development, Food Processing, etc.) through an array of customized open learning educational/ training packages using multi- media technologies.

In a meeting of a team from IGNOU consisting of the Vice Chancellor, Pro-Vice Chancellors, Prof. Panjab Singh and some faculty members from the Centre of Continuing Education with the Secretary Agriculture and other senior officials of the Ministry of Agriculture which was held on April 5, 2003, the following action points were broadly identified: (i) Bridging the technology and information gap between the developers and users of technology in agriculture through development and dissemination of appropriate demand driven programmes with regional focus, (ii) Development of excellence, skills and entrepreneurship for various levels of functionaries (low, middle and upper) through joint programmes, emerging Watershed Development, Godown/Storage Maintenance Management, Post Harvest Processing & Value Addition of Horticultural Produce, Seed Production and IPM Technology, and Extension of training efforts of MOA through IGNOU's Media Initiatives. One more meeting with all the officials of the MOA up to the level of Directors has been held. Another meeting was held with the Chief Executive of Prasar Bharti and other officials of the Ministry of I&B, Secretary and senior officials of the MOA on the 21st May, 2003. In this background we intend to launch a new channel under Gyan Darshan based on Agriculture and Rural development. On a request received from the MHRD we are developing software in collaboration with Sanskrit Universities and other institutions of higher education to start telecast of a programme based on Sanskrit, which is proposed to be launched on August 12, 2003 the Annual Sanskrit Day.

In another meeting of a team from IGNOU consisting of the Vice Chancellor, Prof. S. C. Garg, Pro-Vice Chancellor, Prof. Panjab Singh and some faculty members with the Secretary and other officials of the Ministry of Rural Development which was held recently following action points emerged for collaboration: (i) Need for the development of Certificate and Diploma programmes in areas like Water Conservation, Watershed Development, Post Harvest Processing, Rural Entrepreneurship, Rehabilitation of displaced population and disaster prevention. A project "Open Learning Interventions for Development of Competent and Productive Human Resources in Rural Areas" is under active consideration of the Ministry of Rural Development.

In another meeting of a team from IGNOU consisting of the Vice Chancellor, Prof. S. C. Garg, Pro-Vice Chancellor, Prof. Panjab Singh and some faculty members held on 2.5.03 with the Secretary and other officials of the Ministry of Food Processing Industries, the post harvest technologies and food processing industries were identified as the general areas for collaboration. A project "Open Learning Interventions for Development of Competent and Productive Human Resources for Food Processing Industries" is under active consideration of the Ministry for financial support and a Memorandum of Cooperation has been agreed.

Inappropriate management and disposal of hospital waste is now realised as one of the major hazards to health care. In our country and similar other developing or underdeveloped countries these problems have reached a stage, which needs to be attended to and tackled on priority. In this background we are collaborating with the South-East Asian Regional Office (SEARO) of the WHO in New Delhi to develop a certificate programme in Bio-medical Waste Management of 14-16 credits through open and distance learning. It is intended that IGNOU should develop and run this programme through distance mode in all the 10 countries under the SEARO of the WHO. The WHO will provide funds amounting to Rs.12 lakhs approximately for this programme of collaboration. The Indian Society of Hospital Waste Management has assured us to extend all support in planning and development of the programme. It is expected that we will accomplish this important task within nearly a year from now.

In a meeting of a team from IGNOU consisting of the Vice Chancellor, Sri Y.N. Chaturvedi, Member of the BOM, Prof. S. C. Garg, Pro-Vice Chancellor and some faculty members from the School of Health Sciences and Nursing with the Secretary ISM&H and other senior officials of the Department which was held on March 18, 2003 it was decided that skill and knowledge up-gradation of students and professionals in Ayurvedic System of Medicine may be taken up in the form of a joint pilot project of IGNOU and the Department of ISM&H. It was also decided that a Memorandum of Collaboration (MOC) should be signed between IGNOU and Department of ISM&H for development of Post-graduate Diploma programmes for Ayurvedic graduates. Based on the discussions an MOC is in the process of finalisation.

Two meetings with the Hon'ble Union Minister for Labour, Secretary, the Ministry of Labour and other senior officials and a teleconferencing session have been held for possible cooperation between the Ministry and IGNOU. In principle it has been agreed to share a centrally situated building in Mumbai under the Ministry for use by a new Regional centre of IGNOU, which is to be established at Mumbai. MOL has also approached us to provide slots for regular teleconferencing for their training programmes.

There is growing awareness of the usefulness of our teleconferencing facilities and there is an increasing demand for its effective use for educational and training programmes of different wings of MHRD, other ministries and national organisations. We are of course using this facility for IGNOU students. Sri D.C.Pant, Pro- Vice Chancellor has initiated effective use of this capability for improving the quality of our delivery system. As a next step we intend to do more of counselling and orientation programmes through teleconferencing. Gyan Vani is growing and we should be able to activate 5 new FM stations by July 2003 one each at Chennai, Delhi, Kolkata, Mumbai and Raipur.

We are going to complete the DEP-DPEP major project funded by the Department of Literacy and Elementary Education, MHRD which was launched in April 1997 through all the DPEP districts of 18 states with IGNOU as the nodal agency for implementation of the project. As envisaged in the Framework of SSA, the distance education mode will continue to be an important input for the training of the in service teachers and other personnel/ functionaries in the area of primary and elementary education. It will supplement the face-to-face training by multimedia and multiple media. It will facilitate dissemination of innovative practices of one region to another. MHRD is therefore seriously considering to extend the earlier project as DEP-SSA (Sarva Shiksha Abhiyan) as part of SSA with IGNOU as the nodal agency, to provide technical support to state, district and sub-district level functionaries in designing, developing, producing and delivering DE inputs for training teachers, to build capacity in institutions at the state, district and sub-districts level, and to use ICT to disseminate and share information among states and with central agencies.

IGNOU in collaboration with NCERT had developed a two year Diploma in Primary Education (DPE) Programme for training of primary school teachers which is being run in the NE states and Sikkim with the approval of NCTE. Inspite of this there is a large backlog of untrained and unqualified primary school inservice-teachers in these states. Thus, a six-month certificate in primary education (CPE) programme developed in collaboration with NCTE and MHRD has been launched in Sikkim from October 1, 2002. Assamese and Bangla versions of the programme are likely to be launched in all the NE states from July 2003.

IGNOU has received several requests from various states, such as Bihar, Jharkhand, Chattisgarh, Andhra Pradesh, Madhya Pradesh, etc. to train their inservice primary /elementary school teachers through CPE. In a meeting held on March 25, 2003

with the Secretary (EE & L) and other officials of the MHRD and Vice-Chairman and other officials of National Council for Teachers Education (NCTE), it was decided that the CPE may be launched in all parts of the country in cooperation with NCTE and the respective States. On a request made by the State Govt of Chhattisgarh to train 27,000 primary and secondary school teachers of the State, IGNOU has launched Certificate in Teaching of English programme. Similarly Jharkhand state has expressed its willingness to sponsor a large number of primary school teachers and other functionaries for various programmes such as CPE, CIG, CTE and CTPM. These programmes are proposed to be launched in Jharkhand from July 2003 session."

The Board received the Preamble with appreciation. Members took particular note of University's proposals for a project on open learning systems for development of competent and productive human resource in the area of Agriculture and specially for food processing industries in collaboration with Ministry of Food Processing Industries. The Board also endorsed the efforts being made to launch a new channel in Agriculture and Rural Development. Proposal to launch Certificate and Diploma Programmes in areas such as Water Conservation, Watershed Development, Rural Enterpreneurship, etc. was also appreciated. The Board desired that IGNOU should make special efforts and adopt new strategies for effective implementation of such programmes. Coordination and integration of all existing initiatives made by different Ministries may be kept in view for optimal and sustainable success of our programmes. IGNOU's collaboration with WHO to develop a Certificate Programme in Bio-medical Waste Management also received appreciation from Board members.

The Board appreciated the University's effort in undertaking the project for skill and knowledge upgradation of students and professionals in Ayurvedic systems of medicines in collaboration with Department of Indian System of Medicines and Health. Appreciating the continuous growth of electronic media and broadcasting systems for distance learning, members advised that the system may also be used for class room teaching in conventional system of education, particularly in those areas which lack good institutional set up and are short of teachers. The IGNOU's collaboration with NCTE in development of a six-month Certificate Course in Primary Education (CPE) was particularly appreciated.

The agenda items were then taken up and the following decisions were arrived at:

ITEM NO. 1

TO CONFIRM THE MINUTES OF THE 74<sup>TH</sup> MEETING OF THE BOARD OF MANAGEMENT HELD ON FEBRUARY 28, 2003 AND TO NOTE THE ACTION TAKEN THEREON

BM 75.1.1

Minutes of the 74<sup>th</sup> Meeting of the Board held on February 28, 2003 were taken up for confirmation. It was brought to the notice of the Board that after circulating the Minutes, the University received comments from Prof. B.S. Saraswat. He informed that while discussion on Item No,18 had started, he had left the meeting with the permission of the Chair, as he was one of the applicants for the post of Director (Academic Coordination). The comments were noted for inclusion in the Minutes.

**BM 75.1.2** 

While taking note on the Action Taken Report, Shri D.C. Pant, Pro Vice-Chancellor, informed that with regard to Item No. 14, just a day before, University had received a communication from Ministry of Human Resource Development informing the University that the matter regarding establishment of two new Schools, i.e., establishment of Schools of Agriculture and Law had been incorporated in EFC Document for consideration by the EFC/CCEA. Further, action to obtain the approval of the Visitor for establishment of Schools of Agriculture and Law will be taken after the proposals are cleared by EFC/CCEA.

BM 75.1.3

While still on Action Taken Report, Shri D.C. Pant, Pro Vice-Chancellor informed the Board that with regard to Item No.29, i.e., the follow up action on the issue of implementation of Part 'B' Scales in respect of Computer Operators, Junior Engineers, etc., as desired by the Board, the University had sent a D.O. letter to the Ministry on 19<sup>th</sup> April, 2003. However, the University had not received any communication as on date. He also informed that during the last two Board meetings, the University received assurances from the MHRD Representative in the Board that the necessary approval will be communicated within a fortnight. Non-receipt of approval from the MHRD was causing a lot of problems for the University in satisfying the agitating employees. It was particularly so because the said scales had been implemented in other

Departments, Autonomous organisations of the Minsitry, like All India Council of Technical Education (AICTE), Kendriya Vidyalaya Sangathan, National Council for Teacher Education (NCTE), National Institute of Educational Planning & Administration (NIEPA). Navodaya Vidyalaya Samiti, University of Delhi, etc. He, therefore, sought the approval of the Board to implement the scales conditionally by procuring an undertaking from. the employees that these were subject to the approval or otherwise of the Ministry. The Joint Secretary, Higher Education, MHRD, however, suggested that since the matter had already been cleared by the Ministry, as informed and was awaiting approval of the Expenditure Ministry, the University may await the approval. After deliberating on the issue at length, it was decided that while the University will take up the matter with the concerned departments on day to day basis, the Joint Secretary will get the matter expedited at his level.

BM 75.1.4

The Board confirmed the Minutes of the 74<sup>th</sup> meeting of the Board of Management and noted the action taken thereon to bring into account the above mentioned comments, observations and suggestions.

ITEM NO. 2

TO RATIFY THE ACTION **TAKEN** BY THE VICE - CHANCELLOR IN EXTENDING THE PERIOD OF **EXTRA ORDINARY** LEAVE SANCTIONED TO PROF. (MRS.) ASHA S. KANWAR, PROFESSOR OF ENGLISH

BM 75.2.1

The Board ratified the action taken by the Vice-Chancellor in extending the Extra Ordinary Leave sanctioned to Prof. (Mrs.) Asha S. Kanwar, Professor of English for a period of two years with effect from 1-4-2003 with permission to take up the assignment of Education Specialist, Higher Education in COL, Canada with effect from 1-3-2003.

ITEM NO. 3

TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN ACCEPTING THE RESIGNATION OF DR. R. SREEDHER, DIRECTOR, EMPC AND WAIVING OFF THE SHORTFALL OF NOTICE PERIOD OF ONE MONTH

BM 75.3.1

The Board ratified the action by the Vice-Chancellor in

BM 75.3.2

It was recommended that necessary amendments to Statutes be initiated to formally empower the Vice-Chancellor to waive the notice period in cases of necessity.

ITEM NO. 4

TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN ENTRUSTING THE DUTIES OF THE POST OF DIRECTOR, EMPC TO PROF. A.R. KHAN, PROFESSOR OF HISTORY

BM 75.4.1

The Board ratified the action taken by the Vice-Chancellor in entrusting the duties of the post of Director, Electronic Media Production Centre (EMPC) to Prof. A.R. Khan, Professor of History, School of Social Sciences in addition to his duties as Professor of History, temporarily till further orders with effect from 14-4-2003.

ITEM NO. 5

TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN ENTRUSTING THE ADDITIONAL CHARGE OF THE POST OF FINANCE OFFICER TO DR. P.K. MEHTA, DIRECTOR, SR&E Division

BM 75.5.1

The Board ratified the action taken by the Vice-Chancellor in entrusting the additional charge of the post of Finance Officer to Dr. P.K. Mehta, Director, SR&E Division, temporarily, till further orders, with effect from 01-04-2003 (FN).

ITEM NO. 6

TO RATIFY THE ACTION TAKEN BY THE VICE-CHANCELLOR IN NOMINATING A MEMBER ON THE DISTANCE EDUCATION COUNCIL UNDER CLAUSE 3(a)(vii) OF STATUTE 28

BM 75.6.1

The Board ratified the action taken by the Vice-Chancellor in nominating Dr. L.C. Gupta, Director, Directorate of. Correspondence Courses, Kurukshetra University as a Member on the Distance Education Council (DEC) in place of Prof. O.P. Saraswat, who expressed his inability to continue as a member of the DEC owing to his health conditions, for the residual term upto 5-8-2003 under Clause 3(a)(vii) of Statute 28.

TO RATIFY THE ACTION TAKEN BY THE VIĆE-CHANCELLOR IN NOMINATING A MEMBER ON THE PLANNING BOARD UNDER CLAUSE (1)(iv) OF STATUTE 10

BM 75.7.1

The Board ratified the action, taken by the Vice-Chancellor in nominating Dr. J.P. Singh, Member-Secretary, Rehabilitation Council of India as a member of the Planning Board in place of Prof. Panjab Singh, who ceases to be a member of the Planning Board owing to his appointment as Professor in the University, for the residual term upto 24-10-2005, under Clause (1)(iv) of Statute 10.

ITEM NO. 8

TO CONSIDER NOMINATION OF MEMBERS ON THE SELECTION COMMITTEE FOR THE POSTS OF FINANCE OFFICER, REGISTRAR (SR&ED) AND REGISTRAR (MPDD) UNDER CLAUSE 2(ii) OF STATUTE 12 OF THE STATUTES OF THE UNIVERSITY

BM 75.8.1

The Board authorized the Vice-Chancellor to make nominations on Selection Committees for the posts of Finance Officer, Registrar (SR&ED) and Registrar (MPDD) under Clause 2(ii) and (iii) of Statute 12 of the. Statutes of the University on its behalf.

ITEM NO. 9

TO CONSIDER NOMINATION OF MEMBERS ON THE ACADEMIC COUNCIL UNDER CLAUSE (1)(iv), (vi) AND (ix) OF STATUTE 9

BM 75.9.1

On the recommendations of the Vice-Chancellor, the Board nominated the following persons on the Academic Council under Clause (1)(iv), (vi) and (ix) of Statute 9 of the Statutes of the University for a term of two years commencing 6<sup>th</sup> August, 2003:

Under Clause (1)(iv) of Statute 9 (Three Professors, three Readers and three Lecturers)

- 1. Prof. Madhulika Kaushik, School of Management Studies
- 2. Prof. M. Aslam, School of Continuing Education
- 3. Prof. Parvin Sinclair, School of Sciences

- 4. Dr. Akshay Kumar, Reader, School of Computer & Information Sciences
- Dr. Subhasis Maji, Reader, School of Engineering & Technology
- 6. Dr. Anju S. Gupta, Reader, School of Humanities
- 7. Ms. Poonam Bhushan, Lecturer, School of Education
- 8. Dr. Saugato Sen, Lecturer, School of Social Sciences
- 9. Dr. Ruchika Kuba, Lecturer, School of Health Sciences

# Under Clause (1)(vi) of Statute 9 (Three Directors other than Directors of Schools)

- 1. Director, Academic Coordination Division
- 2. Director, Electronic Media Production Centre
- 3. Director, Regional Services Division

# Under Clause (1)(ix) of Statute 9 (Two academics other than teachers)

- 1. Dr. Sanjeev Pande, Regional Director, Lucknow
- 2. Dr. Neelam Choudhary (Panda), Analyst, P&D Division

#### ITEM NO. 10

TO CONSIDER AND APPROVE THE MATTER CONCERNING THE SENIORITY AMONG DIRECTORS OF SCHOOLS OF STUDIES FOR THE PURPOSE OF NOMINATION TO THE AUTHORITIES

BM 75.10.1

The Board considered various aspects of the issue, alternatives available, and their repercussions and need to remove anomalies and causes of resentment.

BM 75.10.2

After thorough discussion, the Board recommended that the issue be looked into afresh, taking note of necessities, if any, of making amendments in the Statutes, similarity of situation in other offices, like that of Pro Vice-Chancellors. Appropriate recommendations may be brought before Board of Management in due course. Accordingly, a final decision on the matter was deferred.

TO CONSIDER AND APPROVE THE PROPOSAL FOR PROMOTION OF ASSISTANT REGISTRARS PURELY ON TEMPORARY BASIS AGAINST THE VACANT POSTS OF DEPUTY REGISTRARS AND TO APPROVE THE MINUTES OF THE MEETING OF THE DEPARTMENTAL PROMOTION COMMITTEE HELD ON 27<sup>TH</sup> MARCH, 2003

#### BM 75.11.1

The Board approved the recommendations of the Departmental Promotion Committee for Group 'A' officers made by the Committee in its meeting held on 27<sup>th</sup> March, 2003 to promote the following officers to the next higher post as shown against their names, with effect from the date on which they join their respective posts:

(i)	Shri S.K. Pulist	_	Assistant Registrar
(ii)	Shri Vinod Kumar	-	Assistant Registrar
(iii)	Shri N.D. Sharma	_	Assistant Registrar
(iv)	Shri K.K. Mohan		Assistant Registrar
(v)	Shri S.C. Batra	_	Assistant Registrar
(vi)	Shri J.S. Pattathil	_	Assistant Registrar
(vii)	Shri Rajesh Bhardwaj		Assistant Registrar
(viii)	Shri Kamal Dev	-,	Assistant Registrar
(*111)	Silli Kallial Dev	÷ ; "	Assistant Registrar

#### BM 75.11.2

The Board also approved the recommendations of the DPC in respect of the following officials eligible for placement in the scale of pay of Rs.8000-13500 after completion of 8 years of service in their respective posts under the Upward Movement Scheme with effect from the dates shown against each:

- (i) Shri Nakli Ram, Professional Assistant with effect from 02-01-2003.
- (ii) Shri Yog Raj, Junior Engineer (Auto) with effect from 09-01-2003.
- (iii) Shri T.R. Manoj, Section Officer (Publication) with effect from 01-03-2003.
- (iv) Shri Arvind Kumar, Section Officer (Publication) with effect form 17-04-2003.

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE DEPARTMENTAL PROMOTION COMMITTEE (EMPC STAFF) MADE IN ITS MEETING HELD ON 27<sup>TH</sup> MARCH, 2003

BM 75.12.1

The Board was informed of the representation received from IGNOU Teachers Association and the possibilities of conversion and redesignation of some posts as academic, non-academic, etc. In view of the above consideration, the item was deferred.

ITEM NO. 13

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE SELECTION-COMMITTEES FOR CERTAIN ACADEMIC/OTHER ACADEMIC POSTS

BM 75.13.1

The Board considered and approved the recommendations made by the Selection Committees in its meetings held on 22<sup>nd</sup> April, 2003, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 23<sup>rd</sup> May, 2003 for promotion and appointments of Academic/Other Academic posts:

# 22<sup>nd</sup> April, 2003

# Assistant Regional Directors (CAS)

(i) Dr. Anil Dimri - w.e.f. 17-04-2001

(ii) Ms. J.S. Dorothy - w.e.f 6-01-2002

(iii) Dr. S. Ganesan - w.e.f. 3-04-2002

(iv) Dr. Jagdish Sharma - w.e.f. 15-05-2002

# 9<sup>th</sup> May, 2003

## Lecturer in Management

- (i) Ms. Nayantara Padhy (Human Resource Management)
- (ii) Ms. Neeti Agarwal (Corporate Management)
- (iii) Mr. Kamal Vagrecha (Finance)

#### Waiting List

(i) Dr. (Ms.) Siran Mukherjee (HRM)

10<sup>th</sup> May, 2003

## Reader in Management

(i) Dr. Anurag Saxena (Operations Management/ Quantitative Techniques)

# Reader in Corporate Management/Strategic Management/ Business Policy

No one found suitable

11<sup>th</sup> May, 2003

#### Lecturer in Education

(i) Dr. Sutapa Bose

# Waiting List

(i) Dr. Poonam Khattar

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21th May, 2003

# Lecturer in Rural Development (CAS)

(i) Ms. Santosh Tanwar - w.e.f. 15-01-2001

23<sup>rd</sup> May, 2003 (10.30. A.M.)

## Assistant Regional Directors (CAS)

(i) Dr.(Ms.) Ila Das - w.e.f. 11-12-2000

(ii) Shri Joseph Somi - w.e.f. 9-1-2002

## 23rd May, 2003

#### Reader in Electrical Engineering

No one found suitable for appointment.

# 23<sup>rd</sup> May, 2003 (2.30 P.M.)

# Lecturer in Electrical Engineering

- (i) Ms. Kanika Singh
- (ii) Ms. Rakhi Sharma

#### Waiting List

(i) Shri P.K. Chaturvedi

#### ITEM NO. 14

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE DISTANCE EDUCATION COUNCIL MADE IN ITS 23<sup>RD</sup> AND 24<sup>TH</sup> MEETINGS HELD ON 13<sup>TH</sup> JULY, 2002 AND 6<sup>TH</sup> MARCH, 2003, RESPECTIVELY

#### BM 75.14.1

The recommendations of the Distance Education Council made in its 23<sup>rd</sup> and 24<sup>th</sup> Meetings held on 13<sup>th</sup> July, 2002 and 6<sup>th</sup> March, 2003, respectively were presented for the consideration and approval of the Board.

#### BM 75.14.2

Prof. S.C. Garg, Pro Vice-Chancellor gave the highlights and suggestions made by Distance Education Council as also the Vision and Mission Statement.

#### BM 75.14.3

The Board considered and approved the recommendations of the Distance Education Council made in its 23<sup>rd</sup> and 24<sup>th</sup> Meetings held on 13<sup>th</sup> July, 2002 and 6<sup>th</sup> March, 2003 respectively.

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE EMPC MANAGEMENT COMMITTEE MADE IN ITS 12<sup>TH</sup> MEETING HELD ON MAY 12, 2003

BM 75.15.1

The Board considered and approved the recommendations of the EMPC Management Committee made in its 12<sup>th</sup> Meeting held on May 12, 2003.

ITEM NO. 16

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE ESTABLISHMENT COMMITTEE MADE IN ITS 34<sup>TH</sup> MEETING HELD ON MAY 22, 2003

BM 75.16.1

The Board considered and approved the recommendations of the Establishment Committee made in its 34<sup>th</sup> Meeting held on May 22, 2003.

BM 75.16.2

The Board approved the recommendations of the Establishment Committee with regard to the counting of the past services rendered by the following officials in their parent departments/organizations subject to conditions imposed by the Establishment Committee:

- (i) Dr. D.D. Kaushik, Regional Director, RC Bhopal
- (ii) Shri Ram Kishan, Translation Officer (Hindi)

BM 75.16.3

The Board also approved the revision in the R & P Rules for the Engineering Staff of CMD and appreciated University's decision to abolish the post of Senior Project Manager keeping in view the Government's desire for taking economy measures.

BM 75.16.4

The Board also approved the following recommendations of the Establishment Committee regarding Cadres in Translation and Hindi Cell:

(i) The post of Assistant Director (Translation) and Deputy Director (Translation) be redesignated as Lecturer (Translation) and Reader (Translation), respectively and be filled by direct recruitment subject to UGC guidelines as in case of teachers. The incumbents will be eligible for CAS and

such other benefits as are available to teachers in corresponding scales.

(ii) The pay scales of Senior Translators be revised to Rs.6500-10500 as against the scale of Rs.5500-9000.

The post of Translation Officer be redesignated as Assistant Registrar (Translation) in the scale of Rs.8000-13500. The Senior Translator shall be eligible for promotion to the post of Assistant Registrar (Translation) in the pay scale of Rs.8000-13500 after completion of five years of service in the scale of Rs.6500-10500.

- (iii) The post of Assistant Registrar (Translation) may be filled, 66.75% by promotion of Senior Translators with 5 years of service in the grade of Rs.6500-10500 and, 33.25% by direct recruitment.
- (iv) The Assistant Registrar (Translation) will be entitled to the senior scale of Rs.10000-15200 on completion of 8 years of service in the grade of Rs.8000-13500. Further promotion to the post of Deputy Registrar (Translation) may be governed by the provisions of R & P Rules of IGNOU on the basis of common seniority list of Assistant Registrars.
- (v) The Hindi Officer may be put in the cadre of Assistant Registrars for the purpose of grant of senior scale or selection grade on the same terms and conditions as are applicable to the Assistant Registrar's Cadre.

This is subject to the following conditions:

- (i) That an exercise may be done to compare the pre-revised / revised scales of the post of Sénior Translator with other equivalent scale/posts in the University.
- (ii) That they will continue to do the translation work in the University as hitherto fore irrespective of their designation.

# TO CONSIDER AND APPROVE THE ISSUE OF PREMIUM OF GROUP INSURANCE SCHEME (GIS) FOR UNIVERSITY EMPLOYEES

BM 75.17.1

The Board approved the decision of reverting back to old scheme of Group Insurance being operated by Life Insurance Corporation with the suggestion that possibilities of Life Insurance Corporation accepting the offer of new scheme with higher premium and coverage for a particular or specific group of employees, be explored.

**ITEM NO. 18** 

TO CONSIDER AND APPROVE THE ADDITION IN THE ORDINANE ON CAREER ADVANCEMENT OF TEACHERS OF THE UNIVERSITY

BM 75.18.1

The Board considered the addition of a new Clause V(4) and to re-number the subsequent Clauses in the Ordinance on Career Advancement of Teachers of the University as under:

Existing Clause	Proposed Amendment	Clause After Amendment
Clause V.(3) No Lecturer /	To add a new clause (4) after	Clause V.(3) No Lecturer /
Lecturer in the Senior Scale	clause V.(3)	Lecturer in the Senior Scale will
will be eligible for placement		be eligible for placement in the
in the Senior Scale/Selection	" In respect of the medical	Senior Scale/Selection Grade or
Grade or for promotion to the	faculty of the School of	for promotion to the post of
post of Reader/Professor	Health Sciences,	Reader/Professor unless he/she
unless he/she has been	MS/MD/MDS qualification	has been confirmed in the
confirmed in the services of	shall be treated at par with	services of the University.
the University.	Ph.D degree for the purpose	
	of placement of Lecturers in	(4) In respect of the medical
(4) The requirement of	Senior Scale / Selection	faculty of the School of Health
participation in refresher	Grade or promotion to the	Sciences, MS/MD/MDS
courses/summer institutes or	post of Reader and promotion	qualification shall be treated at
other continuing education	of Reader to the post of	par with Ph.D degree for the
programmes may be relaxed	Professor".	purpose of placement of
where arrangement for such		Lecturers in Senior Scale /
courses/programmes have not	and	Selection Grade or promotion to
been made.	# # # # # # # # # # # # # # # # # # #	the post of Reader and
	re-number the subsequent	promotion of Reader to the post
	clauses accordingly.	of Professor.

BM 75.18.2

The Board decided that Open and Distance Learning has attained a stage that it would be desirable to periodically arrange orientation and refresher programmes on ODL for faculty and other functionaries of the ODL system. It was, therefore, decided that teachers/academics should undergo the orientation/refresher courses at par with those required by the University Grants Commission. Successful completion of PGDDE shall, however, continue to be an alternative to completion of orientation/refresher courses.

ITEM NO. 19

TO CONSIDER . MATTER REGARDING **OF INCLUSION ITEMS** SUCH AS CONVOCATION ADDRESSES, KEY NOTE **ADDRESSES** OF CONFERENCES AND SEMINARS, SPECIAL LECTURERS DELIVERED IN THE SIGNIFICANT EVENTS AND LIKE FOR PUBLICATION IN THE LIOL

BM 75.19:1

The Board approved the proposal. However, decision about inclusion of such items in the Journal will be taken by the Editorial Advisory Committee.

ITEM NO. 20

TO CONSIDER THE MOUS SIGNED AND TO BE SIGNED BY THE UNIVERSITY IN RESPECT OF THE INSTITUTIONS/ORGANISATIONS INDICATED THEREIN

BM 75.20.1

The Board approved the following draft MoUs/Agreements/Memorandum of Collaboration signed/ to be signed / to be entered into by the University:

- (i) Memorandum of Understanding with Prasaar Bharati (Bhartiya Broadcasting Corporation), New Delhi.
- (ii) Memorandum of Understanding with National Trust For the Welfare of persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities, Ministry of Social Justice and Empowerment, New Delhi.

- (iii) Memorandum of Understanding with the following State Open Universities:
  - (a) Yashwant Rao Chavan Maharashtra Open University.
  - (b) Karnataka State Open University
  - (c) Rajarishi Tandon Open University
  - (d) Vardhaman Mahaveer Open University
  - (e) Dr. Baba Saheb Ambedkar Open University
  - (f) Madhya Pradesh Bhoj (Open) University
  - (g) Nalanda Open University
  - (h), Dr. B.R. Ambedkar Open University
  - (i) U.P. Rajarshi Tandon Open University
  - (j) Haryana Institute of Rural Development, Nilokheri
  - (k) State Institute of Rural Development, Kerala
  - (I) Mewat Development Society, Delhi
- (iv) Memorandum of Understanding with Department of Information Technology, Government of National Capital Territory of Delhi.
- (v) Memorandum of Understanding with South Asia Foundation.
- (vi) Memorandum of Understanding with Khadi & Village Industries Commission, New Delhi.
- (vii) Memorandum of Understanding for 'SAVINI Certificate Programme' with following NGO Partners:
  - (a) Shri Bhuvneshwari Mahila Ashram (SBMA), Tehri, Garhwal.
  - (b) Rupantar, Raipur (CG)
  - (c) Astha, Udaipur
  - (d) Himalayan Action Research Centre (HARC), Dehradun
  - (e) Samarthan, Bhopal
  - (f) Sahbhagi Shikshan Kendra (SSK), Lucknow.
  - (viii) Memorandum of Collaboration with Jadavpur University Kolkata.

BM 75.20.2

The MoU relating to Kakatiya University, Warangal, mentioned at S.No. (iii)(l) of the Agenda Note, was withdrawn.

ITEM NO. 21

TO CONSIDER AND APPROVE THE PROPOSAL FOR REVISION OF SITTING FEES PAYABLE TO EXPERTS FOR PARTICIPATION IN THE MEETINGS OF VARIOUS COMMITTEES

BM 75.21.1

The Board approved the proposal for enhancing the Sitting Fee payable to experts and outside members participating in various meetings of the authorities to Rs.1,000/- with the advice that as far enhancement of Sitting Fee for Board Members was concerned, a reference may be made to the Ministry of Human Resource Development. However, Sitting Fee shall be payable only to external members (not in the service of University).

ITEM NO. 22

TO CONSIDER THE PROPOSAL FOR REVISION OF DELEGATION OF FINANCIAL POWERS

BM 75.22.1

The Board 'considered the matter and recommended that the proposal be first placed before the Finance Committee.

ITEM NO. 23

TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE WORKS COMMITTEE MADE IN ITS 35<sup>TH</sup> MEETING HELD ON APRIL 16, 2003

BM 75.23.1

The Board considered and approved the recommendations of the Works Committee made in its 35<sup>th</sup> Meeting held on April 16, 2003.

ITEM NO. 24

TO CONSIDER AND APPROVE THE AMENDMENT TO HOUSE ALLOTMENT RULES

BM 75.24.1

The Board approved the House Allotment Rules with the suggestion that the amended Rules be referred to the Ministry of Human Resource Development for its observations.

TO CONSIDER FOR RATIFICATION THE RECOMMENDATIONS OF THE SUB-**COMMITTEE** OF **DISTANCE EDUCATION** COUNCIL REGARDING RELEASE OF DEVELOPMENT ASSISTANCE TO SOUS AND **CCIS** 

BM 75.25.1

The Board approved the recommendations of the Sub-Committee of Distance Education Council regarding release of Development Assistance to State Open Universities and Correspondence Course Institutions. (Appendix – 1 and 2, respectively). Since Gyan Darshan and Gyanvani are providing educational Video and Audio broadcast for the whole country, State Open Universities will spend 10% of the allocation in producing Audio – Video programmes of broadcast quality.

BM 75.25.2

The Board also accepted the suggestion that the grants be released in stages, monitoring the performance of grantees and receiving the required utilization certificates periodically. The Chairman, Distance Education Council was authorized to reallocate the unutilized grants on the basis of the recommendations of the concerned Expert Committees.

ITEM NO. 26

TO CONSIDER THE REPRESENTATIONS OF IGNOU STAFF ASSOCIATION AND IGNOU OFFICERS' ASSOCIATION

BM 75.26.1

Representations addressed to the Chairman by IGNOU Staff Association and IGNOU Officer's Association were placed before the Board.

BM 75.26.2

The Board decided that the posts falling vacant for a year or more as a result of officers/officials having gone on deputation/lien may be filled through promotions on temporary basis.

TO REPORT ON THE MATTER RELATING TO THE QUALIFICATIONS AND EXPERIENCE ADOPTED FOR THE POSTS OF REGISTRAR(SR&ED) & REGISTRAR (MPDD)

BM 75,27,1

The Board approved the qualifications and experience for the posts of Registrar (SR&E) and Registrar (MPDD) as under:

# Qualifications and Experience for the Post of Registrar (SR&ED)

#### Essential

- (a) A Ph.D. Degree and a Master's Degree in any discipline with at least 55% marks or its equivalent; the minimum requirement of 55% marks can be relaxed for the existing incumbents already working in the University system.
- (b) At least 15 years experience of teaching and/or administration in a University of which at least 8 years should be in the grade of Reader/Deputy Registrar.

#### Desirable

- (a) Experience in the Management of University Examinations and application of Evaluation Technologies;
- (b) Experience in or knowledge of Open and Distance Learning Systems in India/Abroad;
- (c) Proficiency in Computer Applications;
- (d) Proven administrative and organisational competence.

# Qualifications and Experience for the Post of Registrar (MPDD)

# **Educational Qualification**

- i) A Post Graduate Degree with at least 55% marks or its equivalent grade.
- ii) At least 15 years experience in the field of production, distribution, storage and inventory control of print material at a senior level.

OR

At least 15 years of administrative experience of which 8 years at the Deputy Registrar or equivalent level.

#### Desirable

Proven ability of administering academic/research institutions with depth of understanding of intellectual processes and perspective of university systems with particular reference to distance and open education system.

A degree or post graduate diploma in printing technology, book publication or material distribution.

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

H.P. DIKSHIT