



**Indira Gandhi National Open University
(School of Continuing Education)**

Minutes of the 55th Meeting of the School Board of SOCE held on 15th February, 2017.

The 55th Meeting of the School Board of SOCE was held on 15th February, 2017 at 11:00 am in the Conference Room of SOCE, Block-G, New Academic Complex, IGNOU, Maidan Garhi, New Delhi-110068. The following members were present:

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| 1. | Prof. Deeksha Kapur
Director (I/c), SOCE, IGNOU | Chairperson |
| 2. | Prof. Sudesh Gandhi
Dept. of Family Resource Management
College of Home Science, CCHAU, Hissar | Member [under 10A (2) (e)] |
| 3. | Prof. Helarius Beck
Centre for Community Organisation
and Development Practice
School of Social Work
VN Purva Marg, Deonar, Mumbai | Member [under 10A (2) (e)] |
| 4. | Dr. Neerja Sharma
Associate Professor in Human
Development and Childhood Studies (Retd.)
Lady Irwin College
Sikandra Road, New Delhi | Member [under 10A (2) (e)] |
| 5. | Prof. (Dr.) Jagmeet Madan
Principal and Professor
(Dept. of Food & Nutrition)
SVT College of Home Science
SNDT Women's University
Juhu, Mumbai | Member [under 10A (2) (e)] |
| 6. | Prof. M.K. Salooja
Professor
School of Agriculture
IGNOU, New Delhi | Member [under 10A (2) (d)] |
| 7. | Dr. Rashmi Sinha
Associate Professor
School of Social Sciences
IGNOU, New Delhi | Member [under 10A (2) (d)] |
| 8. | Dr. Neha Garg
Associate Professor
School of Sciences
IGNOU, New Delhi | Member [under 10A (2) (d)] |

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| 9. | Dr. R.P. Singh
Associate Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |
| 10. | Dr. Rekha Sharma Sen
Associate Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |
| 11. | Dr. Heena K. Bijli
Associate Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |
| 12. | Dr. Gurupada Saren
Associate Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |

Prof. Neerja Chadha, Director (SOCE), IGNOU, Prof. Neeti Agrawal, Professor, SOMS, IGNOU, Dr. Veena Gupta, Associate Professor (Retd.), Lady Irwin College could not attend the meeting.

Ms. Pooja Gaba Adlakha, Consultant, Home Science (Fabric & Apparel Sciences), SOCE, IGNOU was present as *Special Invitee* to present Agenda Item No.6 & 7.

At the outset, the Chairperson extended a warm welcome to all the members of the School Board.

The Chairperson informed that the following new members have been nominated to the School Board, SOCE for a period of two years under Clause 2(e) of the Statute 10A: Prof. Sudesh Gandhi, Dept. of Family Resource Management, College of Home Science, CCHAU, Hissar; Dr. Veena Gupta, (Retd.) Associate Professor, Lady Irwin College, New Delhi; Prof. Helarius Beck, Centre for Community Organisation and Development Practice, School of Social Work, Mumbai; Dr. Neerja Sharma, (Retd.) Associate Professor, Human Development and Childhood Studies, Lady Irwin College, New Delhi; Prof. (Dr.) Jagmeet Madan, Principal, SVT College of Home Science, SNDT Women's University, Mumbai. The School Board welcomed the new members.

The Chairperson also placed on record the appreciation for the contributions made by the following outgoing School Board Members : Prof. Neelam Sood, Professor, Dept. of School & Non-formal Education, NEUPA, New Delhi; Prof. S.P. Mishra, Former Vice-Chancellor, DSVV, Haridwar & Shridhar University Pillani, Ghaziabad; Prof. (Dr) Kusum Chopra, Ex-Director, NIFT-Delhi; Prof. Uma Iyer, Head, Dept. of Food & Nutrition, M.S. University of Baroda, Baroda; and Prof. Maneesha Shukul, Professor, Resource Management, M.S. University of Baroda, Baroda.

Before placing the agenda of the meeting, the Chairperson made a brief PowerPoint presentation on the School of Continuing Education, highlighting the school Disciplines, the Academic Programmes launched with a main focus on the enrollment. The Chairperson also reiterated the functions and responsibilities assigned to the School Board by IGNOU Statutes.

The following Agenda Items were then placed in the meeting:

Item No.1 Confirmation of the Minutes of the 54th Meeting of the School Board

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| SB 55.1.1 | The Chairperson informed the School Board that the draft minutes of the 54 th Meeting of the School Board of SOCE, held on 19 th April, 2016, were circulated to all the members. Since no further comments were received, Minutes may be confirmed by the School Board. |
| SB 55.1.2 | The School Board confirmed the Minutes of the 54 th Meeting of the School Board. |



Item No.2 Action Taken Report

SB 55.2.1 The School Board was informed about the Action Taken regarding the various activities approved during the 54th Meeting of the School Board, as follows:

SB 54.6 **To consider and recommend the list of additional Unit Writers, for Advanced Diploma in Early Childhood Development and Education (ADECDE)**

The School Board was informed by the Programme Coordinator, Dr. Rekha Sharma Sen that of the two course writers were identified and got approved in 53rd School Board meeting - Dr. Susmita Ramanathan and Dr. Divya Sharma - for writing of units in Blocks 5 and 6 of Course 8, Ms. Divya Sharma was unable to carry on further with the work. In the 54th SB meeting it was decided to reallocate her work to Dr. Susmita Ramanathan.

Dr. Sen further informed that unit writing is in progress.

SB.54.12 **To consider and approve new Phase-1 and 2 forms of Diploma in Event Management**

The School Board was informed by the Programme Coordinator, Dr. Heena K. Bijli that the 54th SB approved the new Phase I and Phase II forms of Diploma in Event management. The new Phase I and II forms were later approved by the APC on 31st August 2016, and by ACSC on 1st August 2016 respectively. The programme development is currently in full progress.

SB 54.14.2 **Ratification of approval of the Competent Authority of the list of units along with payments to course writers of Diploma in Apparel Merchandising.**

The School Board was informed by the Programme Coordinator, Heena K. Bijli that based on the ratification bill payments were facilitated to course writers of Diploma in Apparel Merchandising.

SB 54.14 **Re-location of Awareness-cum-Training Packages in Disability (VI/MR/CP/HI) and Certificate Programme in Early Childhood Special Education Enabling Inclusion (CP/MR/VI/HI) from National Centre for Disability Studies to SOCE and their re-implementation by the School with support from NCDS- SOCE.**

The School Board was informed by the Programme Coordinator, Dr. Rekha Sharma Sen that the School Board in its 54th meeting recommended the proposal.

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This agenda item was then placed before the 66th meeting of the Academic Council held on 8th September, 2016. The AC approved the relocation of all the above programmes, following submission of final Utilization Certificate and Statement of Accounts by NCDS to RCI with respect to funds received from RCI under the previous MoU.

Since the re-location of the above programmes is possible after the submission of the final Utilization Certificate and Statement of Accounts by NCDS to RCI with respect to funds received from RCI under the previous MoU, the School has forwarded a copy of the minutes of the 66th AC to the NCDS on 4th January, 2017, so that they can initiate the process of submitting the final Utilization Certificate. Once UC is submitted, the process of re-location of the above mentioned programmes can take place.

SB 55.2.2 The School Board noted the Action Taken with respect to the various items.

Item No.3 To consider and approve the Phase-Zero Form for the development of two elective courses in Rural Development in compliance with CBCS (Based on revised Elective Course BRDE-101: Rural Development in India).

SB 55.3.1 Dr. R.P. Singh, Programme Coordinator presented the Phase-Zero Form for the development of two elective courses in Rural Development in compliance with CBCS to the School Board.

SB 54.3.2 The School Board considered the Phase-Zero Form and approved in principle the development of two elective courses in Rural Development in compliance with CBCS with the observation that the Programme Coordinator may first finalize the course structure on the advice of Expert Committee nominated by the Director of the School. Subsequently place the Phase-Zero Form along with the course structure and revised syllabus for consideration of the School Board.

Item No.4 To consider and recommend the list of Experts for two elective courses in Rural Development in compliance with CBCS (Based on revised Elective course BRDE-101: Rural Development in India).

SB 55.4.1 Dr. R.P. Singh, Programme Coordinator presented the list of Experts for two elective courses in Rural Development in compliance with CBCS (Based on revised Elective course BRDE-101: Rural Development in India) for consideration and recommendation of the School Board.

SB 54.4.2 The School Board considered the list and recommended the same with the observation that the following members may also be included for Expert Committee meetings:

1. Dr. Lali Yadav
(Retd.) Professor, Dept. of External Education & Communication Management
CCHAU, Hissar




2. Dr. Rohit Jain
Talu Institute of Social Sciences
Turjapur, Maharashtra
3. Prof. K.L. Sharma
Ex-VC, Jaipur National University
Jaipur
4. Prof. Helarius Beck
Centre for Community Organisation
and Development Practice
School of Social Work
VN Purva Marg, Deonar, Mumbai
5. Prof. C.N. Rao
NIRD
Hyderabad

Item No.5 To consider and approve the Minutes of the Doctoral Committee Meeting for Ph.D in Rural Development.

- SB 55.5.1 Dr. R.P. Singh, the Programme Coordinator informed that the meeting of Doctoral Committee for Ph.D in Rural Development was held on 1st February, 2017. He placed the Minutes of the Doctoral Committee Meeting are placed for consideration and approval of the School Board.
- SB 55.5.2 The School Board considered and approved the same with the observation that the allotment of supervisors may be in accordance to IGNOU norms.

Item No.6 To consider and approve new Phase Forms – 1 and 2 of Diploma in Apparel Merchandising.

- SB 56.6.1 Dr Heena K. Bijli, Programme Coordinator informed that the Diploma in Apparel Merchandising is in the process of development in the Discipline of Home Science, under the sub-Discipline - Fabric and Apparel Sciences, and explained its contemporary relevance. It was already approved in the 43rd, 44th and 45th SB Meetings of SOCE and in the 34th ACSC Meeting through the earlier version of Phase I, II and III forms. Ms. Pooja Gaba Adlakha, Consultant, Home Science (Fabric & Apparel Sciences) further informed about the broad structure of the programme, including practicals and internship. Since past approvals have to be transferred into the new Phase forms, the new Phase I and Phase II forms were placed for consideration and approval by the School Board.
- SB 56.6.2 The School Board considered and approved the same. Prof. Sudesh Gandhi recommended that the designation, affiliation of Expert committee members may be updated.



Item No.7 To consider and recommend additional Course Writers for Diploma in Apparel Merchandising.

SB 55.7.1 Ms. Pooja Gaba Adlakha, Consultant, Home Science (Fabric & Apparel Sciences) placed the list of additional Course Writers for Diploma in Apparel Merchandising for kind consideration and approval of the School Board

SB 55.7.2 The School Board considered and recommended the same.

Item No.8 To consider and approve the Minutes of the Doctoral Committee Meeting for Ph.D in Food and Nutrition, Discipline of Nutritional Sciences.

SB 55.8.1 The Programme Coordinator, Prof. Deeksha Kapur, informed that the meeting of Doctoral Committee for Ph.D in Nutritional Sciences was held on 8th February, 2017. Prof. Kapur placed the Minutes of the Doctoral Committee Meeting for consideration and approval of the School Board.

SB 55.8.2 The School Board considered and approved the same.

Item No.9 To consider and recommend the additional list of Course Writers for Advanced Diploma in Early Childhood Development and Education (ADECDE).

SB 55.9.1 Dr. Rekha Sharma Sen informed that the School Board approved the Phase-II form of the Advanced Diploma in Early Childhood Development and Education in its 52nd meeting held on 27th July, 2015, followed by the approval by the Academic Council Standing Committee in its 41st meeting held on 3rd August 2015.

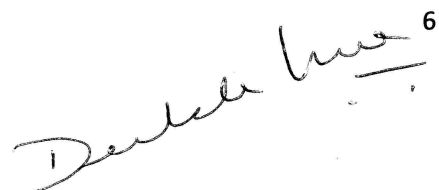
Dr. Sen further informed that the various courses of the Advanced Diploma which is a professional programme of study are under active development. Course 10 "Field Placement 2" involves placement of students in grades 1 and 2 and requires development of Manual. Additional course team members for writing the manual have been identified. She placed the list for kind consideration and approval of the School Board.

SB 55.9.2 The School Board considered and recommended the same.

Item No.10 To consider and recommend the Evaluators for the Programme(s) at SOCE, sent by Regional Centres/Regional Evaluation Centres.

SB 55.10.1 A list of Evaluators for the Programme(s) at SOCE, sent by Regional Centres/Regional Evaluation Centres was placed for kind consideration and recommendation of the School Board.

SB 55.10.2 The School Board considered and recommended the same with the observation that the designation and affiliation of the approved evaluators must be included.

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Item No.11 Any other item(s) with the permission of the Chair.

SB 55.11.1 To consider and recommend the List of Members of Doctoral Committee for Ph.D. in Rural Development.


Dr. R.P. Singh, Programme Coordinator placed the list of Members of Doctoral Committee for Ph.D. in Rural Development for consideration and approval of the School Board.

SB 55.11.2 The School Board considered and recommended the same.

Prof. Helarius Beck suggested that in future any item relating to the ongoing Programmes when placed must include a brief write-up of the Programme for kind information of the School Board members.

The Chairperson appreciated the contribution of all the members in making the meeting a success.

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


(DEEKSHA KAPUR)
Chairperson