



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

Minutes of the 58th Meeting of the School Board of SOCE held on 26th April 2018.

The 58th Meeting of the School Board of SOCE was held on 26th April, 2018 at 11:30 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. | Dr. Heena K. Bijli
Director, SOCE, IGNOU | Chairperson |
| 2. | Prof. Deeksha Kapur
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 3. | Prof. Rekha Sharma Sen
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 4. | Prof. R.P. Singh
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 5. | Prof. Neerja Chadha
Professor, SOCE, IGNOU | Ex-officio Member
[under 10A 2(a) & (b)] |
| 6. | Prof. Sudesh Gandhi
Professor & Former Head
Dept. of Family Resource Management
College of Home Science, CCHAU
Hissar | Member [under 10A (2) (e)] |
| 7. | Prof. Hilarius Beck
Centre for Community Organisation
And Development Practice
School of Social Work
Tata Institute of Social Sciences
Mumbai | Member [under 10A (2) (e)] |
| 8. | Prof. 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)] |
| 9. | Dr. Neerja Sharma
Associate Professor in Human Development
and Childhood Studies (Retd.)
Lady Irwin College
University of Delhi
New Delhi | Member [under 10A (2) (e)] |

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| 10. | Dr. Veena Gupta
Associate Professor in Fabric
& Apparel Sciences (Retd.)
Lady Irwin College
University of Delhi
New Delhi. | Member [under 10A (2) (e)] |
| 11. | Prof. Madhu Tyagi
Professor & Director
School of Management Studies
IGNOU, New Delhi | Member [under 10A (2) (d)] |
| 12. | Dr. Praveen Kumar Jain
Assistant Professor
School of Agriculture
IGNOU, New Delhi | Member [under 10A (2) (d)] |
| 13. | Dr. S.K.Palit
Associate Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |
| 14. | Ms. Santosh Tanwer
Associate Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |
| 15. | Dr. Gurupada Saren
Assistant Professor, SOCE, IGNOU | Member [under 10A (2) (c)] |

Prof. B.K.Pattanaik, Director, School of Performing and Visual Arts (SOPVA) and Dr. G. Mahesh, Assistant Professor, School of Social Work (SOSW) could not attend the meeting.

At the outset, the Chairperson extended a warm welcome to all the members of the School Board. She also extended a warm welcome to the new members of the School Board - Prof. Madhu Tyagi, Dr. Praveen Kumar Jain, Dr. S.K. Palit and Ms. Santosh Tanwar, and placed on record contributions made by the Ex-members of the School Board - Prof. M.K.Salooja, Prof. Neeti Agrawal, Prof. Rashmi Sinha and Dr. Neha Garg whose term ended in February 2018. This was followed by a brief round of introduction by all the School Board members present. The Chairperson began the meeting by making a presentation on the developments in digital learning at IGNOU and its benefits in a flexible and open learning environment. As suggested by Dr. Neerja Sharma in the 57th School Board meeting of SOCE held on 17th January 2018, the Chairperson made a detailed presentation on the enrollment data of rural, tribal and urban learners of the various SOCE programmes of study and also the pass-out data since January 2016, in order to acquaint the School Board members regarding the same. Dr. Neerja Sharma further opined that just like how the Discipline of Nutritional Sciences and Discipline of Child Development exist as separate disciplines in SOCE, Community Research Management & Extension, and Fabric & Apparel Sciences which are the sub-disciplines under the Discipline of Home Science in SOCE may consider opting as separate individual disciplines in future. She also placed on record her appreciation for the presentation of the above data. The Board acknowledged the same.

The following Agenda Items were then placed in the meeting:

Item No.1 Confirmation of the Minutes of the 57th Meeting of the School Board.



SB 58.1.1 The Chairperson informed the School Board that the draft minutes of the 57th Meeting of the School Board of SOCE, held on 17th January 2018, were circulated to the members. The Chairperson further informed that the comments received with regard to the Minutes of the 57th School Board meeting were incorporated and the Final Minutes are placed for confirmation.

SB 58.1.2 Prof. Deeksha Kapur expressed that she was not present in the 57th School Board meeting of SOCE and made her observation for Agenda Item No.8(ii) of the Minutes, in which Phase-1 Form for Ph.D in Home Science and Phase-Zero Form for Pre-Ph.D Course work for Ph.D in Home Science were considered and approved. She suggested that Phase-Zero Form be withdrawn and the Expert Committee Meeting for Pre-Ph.D Course work be held as mentioned in Agenda Item No.8(iii) of the Minutes of 57th School Board Meeting. It was also suggested that the term 'Pre-Ph.D' Course work be replaced by 'Ph.D' Course work as per the latest UGC norms for Ph.D. The Board agreed to these suggestions and with the above changes to the Minutes confirmed the Minutes of the 57th Meeting of the School Board.

Item No.2 Action Taken Report

SB 58.2.1 The School Board was informed about the Action Taken regarding the various activities approved during the 57th Meeting of the School Board, as follows:

SB 57.3 To consider and recommend the list of additional Course Team members (Unit Writers, Block and Course Editors) for Advanced Diploma in Early Childhood Development and Education (ADECDE).

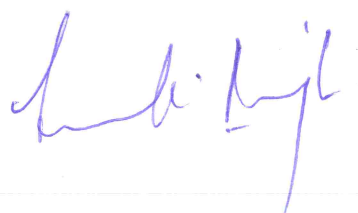
Approval of following names was sought in the 57th School Board.

- Unit writers, Block editor and Course editor for Course 2. This Course deals with Scope and Pedagogy of ECCE. – Dr. Shruti Bhargava & Dr. Jigisha Shastri; Dr. Shubhra Chatterjee; Dr. Ananadalkshmy
- Course Editors for Course 6 which deals with 'Inclusive Practices' – Dr. Jayanthi Narayan; Dr. Ananadalkshmy
- Unit writers for Units in Blocks-1 and 2 of Course 8 dealing with Language and Literacy - Ms. Ahana Dasgupta, Ms. Ananya Dam; Ms. Sanchari Ray Choudhury; Ms. Ria Banerjee

All Unit writers and editors are working on their respective units and courses.

SB 57.4 To consider and approve Phase-3 (Programme Launch) Form of Diploma in Event Management.

The approved Phase-3 (Programme Launch) Form of Diploma in Event Management was placed in the 54th Meeting of the APC held on 15/03/2018 for consideration and approval. Minutes of APC are awaited.



SB.57.6 To consider and recommend new Editors for Diploma in Apparel Merchandising.

The Units of Diploma in Apparel Merchandising have been received from the Course Writers and sent back to them for modifications. They will be forwarded to the respective approved new Editors, after receiving back the Units from them.

SB 57.8(ii) To consider and approve Phase-I Form for Ph.D in Home Science, and Phase-Zero Form for Pre-Ph.D Course Work for Ph.D in Home Science.

The Phase-I Form for Ph.D in Home Science was placed in the 54th APC meeting held on 15/03/2018 for consideration and approval. Minutes of APC are awaited. The Phase-Zero Form for Pre-Ph.D Course Work for Ph.D in Home Science will be placed in the forthcoming ACSC Meeting.

SB 57.8(iii) To consider and recommend the list of experts for the Expert Committee of Pre-Ph.D Course Work for Ph.D in Home Science.

The Expert Committee Meeting for designing Pre-Ph.D Course outline/structure of the Pre-Ph.D Course Work for Ph.D in Home Science will be held in July 2018.

SB 58.2.2 The Board suggested that as per changes made in the Minutes of the 57th School Board for Item No.SB 57.8(ii), the Phase-Zero Form for Pre-Ph.D Course work for Ph.D in Home Science be withdrawn and not sent for placement in the ACSC meeting as mentioned in the above ATR for the same. School Board noted the Action Taken with these changes for the above Item and also with respect to other ATR Items.

Item No.3 To inform the Board regarding PPR and SLM details of the programmes offered by SOCE in accordance with the UGC guidelines for ODL.

SB 58.3.1 The School Board was informed regarding PPR and SLM details of the programmes offered by SOCE in accordance with the UGC guidelines for ODL, that were placed in the Academic Council meeting on 18th April, 2018.

SB 58.3.2 The School Board acknowledged the same.

Item No.4 To consider and recommend the list of additional Course Team members (Unit Writers) for Advanced Diploma in Early Childhood Development and Education (ADECDE).

SB 58.4.1 Prof. Rekha Sharma Sen, Programme Coordinator presented the list of additional Course Team members (Unit Writers) for Advanced Diploma in Early Childhood Development and Education (ADECDE)

SB 58.4.2 The members of the Board suggested that Dr. Varsha Gathoo who was mentioned in the list be mentioned separately as Editor in the list of Course Team members presented by Prof. Rekha Sharma Sen and the rate of Unit writing be corrected to Rs.8000/-

instead of Rs.6000/- as per existing University payment norms dated 13th February 2018 of the 129th Board of Management. With these changes made to the list, the School Board considered and recommended the list.

Item No.5 To consider and approve the Minutes of Doctoral Committee Meetings of the Discipline of Nutritional Sciences.

SB 58.5.1 Prof. Deeksha Kapur, Programme Coordinator presented the Minutes of the two Doctoral Committee meetings of the Discipline of Nutritional Sciences held on 20th April 2018 and 24th April 2018 respectively, for consideration and approval of the School Board. She also explained the Agenda Items of the Doctoral Committee meetings in detail. The members observed that the periods of the Progress Report of students that were mentioned in the Minutes of the Doctoral Committee Meeting of 20th April 2018 were from August to February, March to August, September to June, April to September and so on. The Board recommended that the period of the Progress Reports should be mentioned as January to June and July to December. This correction may be done for future Progress Reports of students for Ph.D in Food & Nutrition. The Board approved the admission of the candidate into Ph.D in Food & Nutrition as recommended by the Doctoral Committee of the Nutritional Sciences discipline that was held on 24th April 2018 in SOCE.

SB 58.5.2 The School Board considered and approved the Minutes of the Doctoral Committee Meetings with the above corrections in Progress Report dates for future candidates of Ph.D in Food & Nutrition and also approved admission of the candidate into Ph.D in Food & Nutrition.

Item No.6 To consider and recommend the payment norms for counselling sessions of Diploma in Event Management.

SB 58.6.1 The Programme Coordinator, Dr. Heena K. Bijli informed the Board about the Diploma in Event Management Programme which is to be launched in July 2018. She presented the payment norms for counselling sessions of Diploma in Event Management as per existing University payment norms dated 13th February 2018 of the 129th Board of Management, for consideration and recommendation of the School Board.

SB 58.6.2 The Board suggested to also include payment norms specifically for Internship supervision and assignments to the list. Further, the Board informed that the applicability of payment norms however rests with IGNOU and this list should be further approved by the Competent Authority. The School Board considered and recommended the payment norms for Diploma in Event Management with the above suggestions and inclusions in payment norms.

Item No.7 To consider and recommend offering of PGDDPN Programme independent to MSCDFSM Programme.

SB 58.7.1 Prof. Deeksha Kapur, Programme Coordinator of MSCDFSM Programme explained that for the students enrolled in the MSCDFSM Programme which is a modular programme, there is a provision of exit point for learners in the form of Post Graduate Diploma in Dietetics and Public Health Nutrition (PGDDPN) who have completed the mandatory 30 credit course work and three month internship (16 credits). She further informed that the independent structure of PGDDPN and its evaluation strategy has the approval of statutory bodies and has been on offer since 2005 as part of MSc DFSM

programme. Since the last few years, there has been a request from a large number of learners to offer the PGDDPN Programme independent of MSCDFSM Programme. Hence, this proposal was placed for consideration and recommendation of the School Board.

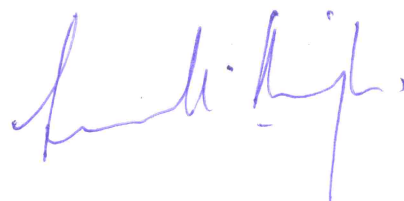
- SB 58.7.2 The Board went through the Programme Structures of MSCDFSM and PGDDPN that were placed by the Programme Coordinator. The Board after going through the programme structures, noted that PGDDPN however required restructuring in order to be offered as an independent PG Diploma Programme. Prof. Madhu Tyagi and Prof. Hilarius Beck suggested that specifically for this, a Programme Expert Committee should be called for and the Minutes of this Expert Committee should be approved by the School Board of SOCE and other statutory bodies of the University before the Programme is offered as a separate PG Diploma Programme, independent to the MSCDFSM Programme. The members present also suggested the same and noted the above in the light of the suggestions.

Item No.8 To consider and recommend the review of the Dissertation Course (MFNP-012) for MSCDFSM Programme.

- SB 58.8.1 Prof. Deeksha Kapur, Programme Coordinator of MSCDFSM Programme presented the item by informing the Board regarding the issue of large enrollments in the Programme causing problems in the guidance for Dissertation Course (MFNP-012) for MSCDFSM Programme. The issue needed to be further explored and considered for the possibilities of providing another course in place of the Dissertation Course which would be activity based. Hence, the need to review the Dissertation Course and for the coming session to offer MSCDFSM only in the July session.

The Board discussed the matter at length in the light of the problems arising in the guidance for Dissertations and the Chairperson also apprised the Board on the same issues being brought by the students at the School level and the problems being faced by the Programme Coordinator regarding this. The Board suggested holding an Expert Committee Meeting for the review of the Dissertation Course (MFNP-012). Simultaneously, the Board also suggested immediate increase in the number of Supervisors to combat the existing problems pertaining to guidance of this Dissertation Course.

Prof. Jagmeet Madan further added that the enhancement of eligibility for admission to MSCDFSM Programme should be looked into in order to maintain the quality of students enrolling. Prof. Deeksha Kapur, Programme Coordinator informed the member that the eligibility is in accordance to the criteria considered and approved by Expert Committee upholding the mandate of providing quality dietetics/nutrition knowledge and skills to all stakeholders (including doctors, paramedics, pharmacists, food scientist and technologists, nutritional biochemists, microbiologists etc.) where nutrition is part of their practice and not limiting it to Home Science Graduates only. She further informed that all non-Home Science Graduates are required to do either Diploma in Nutrition and Health Education (DNHE) programme offered by IGNOU or simultaneously seek admission to CFN / CNCC Programme to become eligible for admission to MSc DFSM programme. Prof. Madan suggested that the Expert Committee can re-visit the bridge courses being offered to the Graduates who are enrolling without Nutrition background for the Master's Programme especially in the light of strengthening the basics of Nutrition & Research.



SB 58.8.2 The School Board considered and recommended the Item in the light of the above suggestions while holding the Expert Committee Meeting for the review of the Dissertation Course (MFNP-012) and for immediate increase of Supervisors by the Programme Coordinator for this Dissertation Course.

Item No.9 To consider and recommend the list of Experts for the Expert Committee Meeting for the review of Dissertation Course of the MSCDFSM Programme.

SB 58.9.1 Prof. Deeksha Kapur, Programme Coordinator presented the list of Experts for the Expert Committee Meeting for the review of Dissertation Course of the MSCDFSM Programme for consideration and recommendation of the School Board.

SB 58.9.2 Prof. Sudesh Gandhi suggested that the name of Dr. Asha Kawatra, Dean-PG Studies, Department of Food & Nutrition, CCSHAU, Hissar be added to the list of Experts. The School Board considered and recommended the same with the above addition to the list.

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

SB 58.10.1 A list of Evaluators for the Programme(s) at SOCE, sent by Regional Centres/Regional Evaluation Centres was placed for consideration and recommendation of the School Board.

SB 58.10.2 The School Board considered and recommended the list.

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

Item No.11(i) Enhancement of Payment Norms for Course Team Members (Unit writers, Block Editors, Course Editors, Practical and Project Manual Writers) of the Advanced Diploma in Early Childhood Development and Education.

SB 58.11(i).1 Prof. Rekha Sharma Sen, Programme Coordinator of the Advanced Diploma in Early Childhood Development and Education, expressed the necessity for enhancement of Payment Norms for Course Team Members (Unit writers, Block Editors, Course Editors, Practical and Project Manual Writers) based on the revised payment norms for Course Development and related activities by the 129th Board of Management notification dated 13th February 2018. She proposed that all the Course Team Members recommended by the School Board and approved by the Competent Authority since the 50th meeting of the School Board of SOCE (held on 28th October 2014), who have yet to put up their bills and whose payments have to be made, may be paid as per the new payment norms approved by the 129th BOM. The Item was presented before the Board for consideration and recommendation.

SB 58.11(i).2 The School Board considered and recommended the same.

The Chairperson thanked the members for making the meeting a success.

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

DR. HEENA K. BIJLI
Chairperson

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डॉ. हिना के बिजली / Dr. Heena K. Bijli
निदेशक (स.श.वि.) / Director (SOCE)