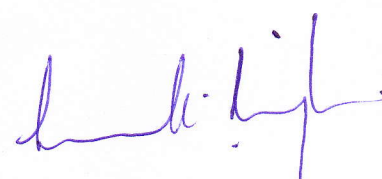


**Indira Gandhi National Open University  
(School of Continuing Education)**

**Minutes of the 61<sup>st</sup> Meeting of the School Board of SOCE held on 13<sup>th</sup> Sept, 2019**

The 61<sup>st</sup> Meeting of the School Board of SOCE was held on 13<sup>th</sup> Sept, 2019 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:

- |     |                                                                                                                                                                       |                                             |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1.  | <b>Dr. Heena K. Bijli</b><br>Director, SOCE, IGNOU                                                                                                                    | Chairperson                                 |
| 2.  | <b>Prof. R.P. Singh</b><br>Professor, SOCE, IGNOU                                                                                                                     | Ex-officio Member<br>[under 10A 2(a) & (b)] |
| 3.  | <b>Prof. Neerja Chadha</b><br>Professor, SOCE, IGNOU                                                                                                                  | Ex-officio Member<br>[under 10A 2(a) & (b)] |
| 5.  | <b>Prof. Farzana Alim</b><br>Department of Home Science<br>Faculty of Agriculture Sciences,<br>Aligarh Muslim University<br>Aligarh- 202002                           | Member [under 10A (2) (e)]                  |
| 6.  | <b>Prof. Anjali Karolia</b><br>Dean, Faculty of Family and Community Sciences<br>&<br>Professor of Textiles and Clothing<br>The M.S. University of Baroda<br>Vadodara | Member [under 10A (2) (e)]                  |
| 7.  | <b>Prof. S.P. Mishra,</b><br>Former Vice Chancellor (DEVA Sanskrit Vishwavidyalaya),<br>Haridwar                                                                      | Member [under 10A (2) (e)]                  |
| 8.  | <b>Prof. Vrinda Datta</b><br>Director<br>Centre for Early Childhood Development and Research<br>Ambedkar University<br>Delhi                                          | Member [under 10A (2) (e)]                  |
| 9.  | <b>Prof. B.K. Pattanaik</b><br>Director<br>School of Extension & Development Studies<br>IGNOU, New Delhi                                                              | Member [under 10A (2) (d)]                  |
| 10. | <b>Prof. Madhu Tyagi</b><br>School of Management Studies<br>IGNOU, New Delhi                                                                                          | Member [under 10A (2) (d)]                  |



- |     |                                                                                          |                            |
|-----|------------------------------------------------------------------------------------------|----------------------------|
| 11. | <b>Dr. G. Mahesh</b><br>Assistant Professor<br>School of Social Work<br>IGNOU, New Delhi | Member [under 10A (2) (d)] |
| 12. | <b>Dr. S.K.Palit</b><br>Associate Professor, SOCE, IGNOU                                 | Member [under 10A (2) (c)] |
| 13. | <b>Dr. Gurupada Saren</b><br>Assistant Professor, SOCE, IGNOU                            | Member [under 10A (2) (c)] |

Dr. S.K. Mishra, Deputy Director, National Centre for Disability Studies, IGNOU attended the meeting as a special invitee. Prof. Rita Singh Raghuvanshi, Dean, College of Home Science, G.B. Pant University of Agriculture and Technology; Prof. Deeksha Kapur and Prof. Rekha Sharma Sen, School of Continuing Education, IGNOU; and Dr. Praveen Kumar Jain, Assistant Professor, School of Agriculture, IGNOU, could not attend the meeting.

At the outset, the Chairperson extended a warm welcome to all the members. This was followed by a brief round of introduction by all the School Board members present and a power point presentation by the Chairperson about the various disciplines, programmes of study and new programme initiatives by SOCE. The Board acknowledged the same.

The following Agenda Items were then placed in the meeting:

**Item No.1 To confirm the Minutes of the 60<sup>th</sup> Meeting of the School Board held on 1<sup>st</sup> March, 2019.**

SB 61.1.1 The Chairperson informed the School Board that the draft minutes of the 60<sup>th</sup> Meeting of the School Board of SOCE, held on 1 March, 2019, were circulated to the members. The changes received from a few members as per the Board's suggestions were incorporated in the Minutes and the finalized Minutes were circulated to all the School Board members.

SB 61.1.2 The Board confirmed the Minutes of the 60<sup>th</sup> Meeting of the School Board.

**Item No.2 To note Action Taken Report with respect to the decisions on the Agenda Items of 60<sup>th</sup> School Board Meeting.**

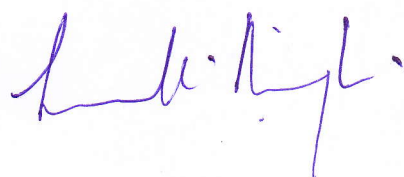
SB 61.2.1 The School Board was informed about the Action Taken regarding the various activities approved during the 60<sup>th</sup> Meeting of the School Board, as follows:

SB.60.3 **To consider and recommend the list of External Evaluators for evaluation of Ph.D. Thesis of Ph.D. Scholar Ms. Meenakshi Garg, Enrl. No.138000633**

The Board was informed that as per norms, evaluation was carried out and the student has been declared successful.

SB.60.4 **To consider and approve the Programme Revision Form for revision of Master of Science Programme in Dietetics and Food Service Management MSCDFSM**

The Board was informed that the revised material for MFN-002;MFN-003; MFN-004; MFN-005; MFN-006; MFN-008; MFNL-004;MFNL-005; MFNL-006; MFNL-008 has been sent to MPDD for printing.





SB.60.5 **To consider and approve the list of Course Writers for the Revision of the Course Material of the MSCDFSM Programme**

The Board was informed that the revision work has been allotted to Course Writer.

SB. 60.6 **To consider and approve the following online Programmes on offer by the Discipline of Nutritional Sciences, School of Continuing Education:**

- **Post Graduate Certificate/Diploma Programme in Pediatric Nutrition (PGDPDN/PGCPDN)**
- **Certificate in Food Safety (CFS)**

The Board was informed that approval of the 60<sup>th</sup> School Board was sent to Centre for Online education (COE), IGNOU.

SB. 60.7 **To consider and approve the Programme Revision Form for minor revision of Post Graduate Diploma in Counselling and Family Therapy (PGDCFT)**

Prof. Neerja Chadha, Programme Coordinator informed the Board that minor revision of PGDCFT is in progress.

SB. 60.8 **To consider and approve the Programme Revision Form for minor revision of Master of Science in Counselling and Family Therapy [M.Sc.(CFT)].**

Prof. Neerja Chadha, Programme Coordinator informed the Board that minor revision of MSCCFT is in progress.

SB. 60.9 **To consider and approve Programme Proposal Form, Programme Development Form and Programme Project Report Form for the new programme under development - Advanced Diploma in Early Childhood Development and Education.**

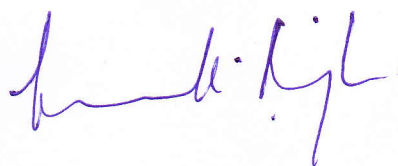
The Board was informed that Unit writing and Editing of various Courses of Advanced Diploma in Early Childhood Development and Education is in progress.

SB. 60.10 **To consider and approve Programme Revision Form for Major and Minor revision of various courses of the Diploma in Early Childhood Care and Education (DECE).**

The Board was informed that Unit writing and Editing of various Courses of the Diploma in Early Childhood Care and Education (DECE) is in progress.

SB 61.2.2 School Board noted the Action Taken with respect to ATR Items.

**Item No.3 To consider and recommend the list of Course Writers for the revision of Master of Science Degree in Dietetics and Food Service Management(MSCDFSM).**





- 1.3.1 The Chairperson placed the list of Course Writers for the revision of Master of Science Degree in Dietetics and Food Service Management(MSCDFSM) for consideration and recommendation of the School Board.

SB 61.3.2 The School Board considered and recommended the same.

**Item No.4 To consider and recommend the list of Evaluators for the different programmes of Discipline of the Nutritional Sciences.**

SB 61.4.1 The Chairperson placed the list of Evaluators for the different programmes of Discipline of the Nutritional Sciences for consideration and recommendation of the School Board.

SB 60.4.2 The School Board considered and recommended the same.

**Item No.5 To consider and recommend the Editors for the two-year Advanced Diploma in Early Childhood Development and Education.**

SB 61.5.1 The Chairperson presented the agenda item by informing the Board that the Programme Editor for the Advanced Diploma in Early Childhood Care and Education, Dr. S. Anandalakshmy, Consultant, Child Development and Education, based at Chennai, passed away in March 2019. In order to carry on with the Editing work and complete the Advanced Diploma, it was proposed that Dr. Neerja Sharma, Associate Professor (Retd.), Lady Irwin College, Delhi University, New Delhi will be the Editor for the remaining Courses, which includes Editing of Blocks, Practical Manuals, Workshop Manuals, Internship Manuals/ Project Work manuals, at University approved rates vide circular IG/RSD/F&A/ATR/91-FC/2017 circulated on 13<sup>th</sup> February, 2018. For Editing of one Block of Course 2 the name of Dr. Shubhra Chatterjee, Director, Vikramshila, Kolkata was proposed.

The names of Dr. Neerja Sharma and Dr. Shubhra Chatterjee were put up for consideration and recommendation of the School Board along with the assigned Courses and payments as per norms.

SB 61.5.2 The School Board considered and recommended the same.

**Item No.6 To consider and approve the proposal for development of 2 credit Course titled 'Persons with Disabilities and their Rights' jointly by SOCE and NCDS.**

SB 61.6.1 The Chairperson requested Dr. S.K. Mishra, Dy. Director, National Centre for Disability Studies (NCDS) and special invitee, to present a background about the 2 credit Course 'Persons with Disabilities and their Rights'. Dr. S.K. Mishra informed the Board that IGNOU received a letter from UGC {letter F.No. 6-5/2017(SCT) dated 19<sup>th</sup> January 2018} with a direction to include rights of persons with disabilities in the curriculum in Colleges and Universities in terms of Section 39 (2) (f) of the Rights of Persons with Disabilities (RPD) Act of 2016.

In view of the above, an expert committee was constituted to discuss and finalize the Course content and also to discuss its implementation. As mandated in the RPD Act (2016) and as recommended by the Committee, the NCDS proposed that IGNOU learners will be sensitized about the rights of persons with disabilities through an add-on-course. The content outline and evaluation methodology as decided by the expert committee was considered and approved by the 70<sup>th</sup> Academic Council of IGNOU, held on 25<sup>th</sup> Sept. 2018. Thereupon the matter was discussed with the Vice Chancellor who suggested that



in view of the expertise available at the School of Continuing Education, the matter may be taken up in their School Board for the development of SLM, through the SOCE along with NCDS.

The proposal for joint development of 2 credit Course titled 'Persons with Disabilities and their Rights' by SOCE & NCDS as well as the Course outline was put up for consideration and approval of the School Board of SOCE.

The Board appreciated this initiative and deliberated on the matter. In the light of this being introduced as an add-on-course, the Board raised concerns on modalities of this process. Dr. Mishra informed the Board that the Course will be implemented in two phases. In the first phase the Course content will be included in all the new/future programmes of IGNOU and programmes under revision. For ongoing programmes, NCDS will hold meetings with the Programme Coordinators of each School for incorporating the contents of the proposed Course in their respective programme/courses.

The Board appreciated the content outline of the 2 credit Course. The members suggested that since evaluation will be only through the sole mode of evaluation of assignments with no term-end examinations, the assignments should be graded and the grades be reflected in the Grade Card, although the assignment grades will not be added to the overall marks/grades in the grade sheet. Further the Board also suggested that coordination for evaluation of the assignments as well as for audio-video and web-based resources will be taken up by NCDS.

SB 61.6.2 With the above suggestions, the School Board considered and approved the proposal for development of the 2 credit Course jointly by SOCE and NCDS.

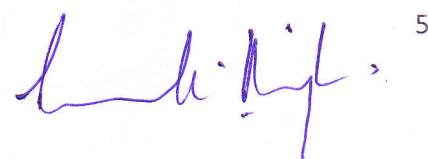
**Item No.7 To consider and recommend the Committee for the preparation of the SLM of the 2 credit Course titled 'Persons with Disabilities and their Rights' jointly by SOCE and NCDS.**

SB 61.7.1 Dr. S.K. Mishra, Dy. Director, NCDS and special invitee informed the School Board that the Vice Chancellor had suggested that a Committee be constituted to develop SLM for the 2 Credit Course titled 'Persons with Disabilities and their Rights' jointly by SOCE and NCDS. This is in light of Item No. 17 pertaining to inclusion of the rights of persons with disabilities across all the programmes of IGNOU in terms of Section 39(2)(f) of the Rights of Persons with Disabilities (RPD) Act of 2016 that was approved in the 70<sup>th</sup> Academic Council. The Chairperson further apprised the Board that the background for the proposed Course and its outline was already approved by the 70<sup>th</sup> Academic Council of IGNOU, held on 25<sup>th</sup> Sept. 2018. The proposed Committee for development of SLM for the above 2 credit Course was placed for consideration and recommendation of the School Board.

SB 61.7.2 The School Board considered and recommended the Committee with the addition of Prof. B.K. Pattanaik, Prof. Neerja Chadha and Dr. G. Mahesh to the list of Committee members.

**Item No.8 To consider and recommend the list of Paper Setters for Master of Arts in Rural Development MA(RD).**

SB 61.8.1 Prof. R.P. Singh, Programme Coordinator, Master of Arts in Rural Development MA(RD) presented the additional list of Paper Setters for consideration and recommendation of the School Board. The School Board suggested that the name of Prof. B.K. Pattnaik, be included in the list. Prof. R.P. Singh further suggested that Dr. Indra Bahadur Singh,





SB 61.8.2 With the above additions, the School Board considered and recommended the list. The Board further authorized the Chairperson of the School Board to add more names to the list.

**Item No.9 To consider and recommend the list of Moderators for Master of Arts in Rural Development MA(RD).**

SB 61.9.1 Prof. R.P. Singh, Programme Coordinator, Master of Arts in Rural Development MA(RD) placed the additional list of Moderators for Master of Arts in Rural Development MA(RD) for consideration and recommendation of the School Board.

SB 61.9.2 The School Board considered and recommended the same.

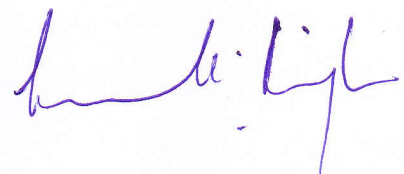
**Item No.10 To consider and recommend the list of Evaluators for the Courses related to Master of Arts in Rural Development MA(RD).**

SB 61.10.1 The Chairperson informed the Board that the Student Evaluation Division (SED) has been sending reminders for increasing the list of evaluators for various programmes of SOCE. In the light of this, evaluators are being increased for various programmes. Prof. R.P. Singh, Programme Coordinator then placed the additional list of Evaluators for MA(RD) programme as well as for MA(RD) Project Work (MRDP-001 Dissertation) for consideration and recommendation of the School Board. The School Board suggested that these evaluators be considered as evaluators for Post Graduate Diploma in Rural Development (PGDRD) as well. Prof. R.P. Singh suggested that names of Prof. Pattaniak and Dr. Indra Bahadur Singh be also added to the list of evaluators for Project Work (MRDP-001 – Dissertation). The School Board further authorized the Chairperson to add more evaluators to the list.

SB 61.10.2 With the above additions, the School Board considered and recommended the list.

**Item No.11 To consider and approve the revised eligibility criteria for admission to Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT) Programme.**

SB 61.11.1 Prof. Neerja Chadha, Programme Coordinator of PGDCFT and MSCCFT, informed the School Board that the modular programmes: Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT), were launched in 2010, and are currently being revised. The recommendations of Expert Committee for Minor Revision of PGDCFT and MSCCFT were incorporated in the new Programme Revision Forms with respect to PGDCFT and MSCCFT and these PRFs were approved by the School Board of SOCE in its 60<sup>th</sup> Meeting held on 1<sup>st</sup> March, 2019. One of the recommendations of the above Expert Committee for Minor Revision of PGDCFT and MSCCFT is to render admission to PGDCFT and MSCCFT open to all graduates, rather than being restricted to graduates from specified disciplines, as is presently the case. Noting that both the programmes are exhaustive, comprehensive, and complete, the Expert Committee strongly recommended the eligibility criteria for PGDCFT and MSCCFT to be changed to "Bachelor's degree in any subject from a recognized University". The same was placed for consideration and approval of the School Board.





The matter was discussed extensively. In response to the concern raised regarding whether it would be apt to render admission to the programmes open to graduates from all discipline backgrounds, the Programme Coordinator informed that presently too, these programmes are open to graduates from diverse fields like Home Science, Nursing, Philosophy, MBBS or equivalent qualification in Ayurveda, etc. As emphasized by the Expert Committee, the programmes of study are exhaustive, comprehensive, complete, and self-contained; beginning with the rudiments in each domain and taking the learners to higher levels of knowledge and expertise. The School Board members agreed, and opined that it is important to promote openness in contemporary times and given the importance of Counselling and Family Therapy in the present times, admission to PGDCFT and MSCCFT should be opened to all graduates.

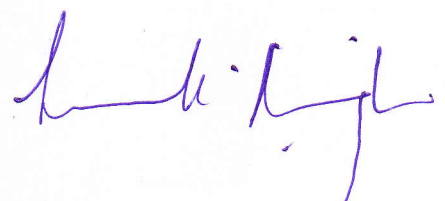
SB 61.11.2 With the above observations, the School Board considered and approved changing the eligibility criteria for PGDCFT and MSCCFT to "Bachelor's degree in any subject from a recognized University".

**Item No. 12 To consider and approve the rationalization of quantum of practical reports required to be submitted for evaluation with regard to the Supervised Practicum Courses of PGDCFT and MSCCFT Programmes.**

SB 61.12.1 Prof. Neerja Chadha, Programme Coordinator of PGDCFT and MSCCFT, informed the School Board that the modular programmes: Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT), were launched in 2010, and are currently being revised. The recommendations of Expert Committee for Minor Revision of PGDCFT and MSCCFT were incorporated in the new Programme Revision Forms with respect to PGDCFT and MSCCFT and these PRFs were approved by the School Board of SOCE in its 60<sup>th</sup> Meeting held on 1<sup>st</sup> March, 2019. One of the recommendations of the Expert Committee for Minor Revision of PGDCFT and MSCCFT pertains to practical and project reports required for evaluation with regard to the Supervised Practicum courses of PGDCFT and MSCCFT. The recommendation of the Expert Committee with regard to the same was placed for consideration and approval of the School Board.

There were extensive deliberations on the matter. The School Board members opined that the present practical files of the 2 credit practical courses of PGDCFT and MSCCFT seemed like 8 credits, and agreed with the need to rationalize the quantum of practical reports required for evaluation, going by the credit weightage of the courses. It was agreed that for each 2credit practical course, three practical reports be submitted for evaluation and the remaining practicals of each two credit Supervised Practicum course be done by the learner for practice and its assessment be based on interaction with the Supervisor.

SB 61.12.2 The School Board considered and approved the recommendation of the Expert Committee to rationalize the quantum of practical reports required for evaluation with regard to the Supervised Practicum courses of Post Graduate Diploma in Counselling and Family Therapy (PGDCFT) and Master of Science in Counselling and Family Therapy (MSCCFT) programmes, by stipulating that for each two credit Supervised Practicum course, the learner must submit only three practical reports for evaluation. Further, for the Supervised Practicum of the elective courses (4 credits) and Internship (6 credits), the learner may observe, assist, or conduct the counselling and family therapy sessions. Also, these benefits be extended to old students who are yet to complete these courses.





**Item No. 13 To consider and recommend the list of Evaluators for Diploma in Panchayat Level Administration & Development (DPLAD) Programme.**

- SB 61.13.1 Dr. Gurupada Saren, Programme Coordinator placed the list of Evaluators for Diploma in Panchayat Level Administration & Development (DPLAD) Programme for consideration and recommendation of the School Board.
- SB 61.13.2 The School Board considered and recommended the same.

**Item No. 14 To ratify the Minutes of the Doctoral Committee Meeting of the Discipline of Rural Development that was considered and approved by the 19<sup>th</sup> Research Council Standing Committee (RCSC)**

- SB 61.14.1 Dr. Gurupada Saren, Programme Coordinator of Ph.D in Rural Development presented the Minutes of the Doctoral Committee Meeting of the Discipline of Rural Development that was considered and approved by the 19<sup>th</sup> Research Council Standing Committee (RCSC) for ratification of School Board.
- SB 61.14.2 The School Board ratified the same.

**Item No.15 To consider and recommend the names of Course Writers for the Programmes Post Graduate Diploma in Rural Entrepreneurship & Management (PGDREM) and Master of Arts in Rural Entrepreneurship & Management (MREM).**

- SB 61.15.1 Dr. S.K. Palit, Programme Coordinator presented the names of Course Writers for the Programmes, Post Graduate Diploma in Rural Entrepreneurship & Management (PGDREM) and Master of Arts in Rural Entrepreneurship & Management (MREM) for consideration and recommendation of the School Board.
- SB 61.15.2 The School Board considered and recommended the same.

**ItemNo.16 To consider and recommend Moderators for the Diploma in Event Management (DEVMT) Programme**

- SB 61.16.1 Dr.Heena K. Bijli, Programme Coordinator placed the additional list of Moderators for the Diploma in Event Management (DEVMT) Programme for consideration and recommendation of the School Board. The School Board suggested that preferably names of senior faculty be included in the list, and authorized the Chairperson to add more names to the list.
- SB 61.16.2 With the above suggestions, the School Board considered and recommended the list.

**Item No. 17 To ratify the list of Evaluators received from the Competent Authority for the Courses MFNP-011 and MFNP-012 of MSCDFSM Programme**

- SB 61.17.1 The Chairperson informed the Board that a list of evaluators for MFNP-011(Internship) and MFNP-012 (Dissertation) of the MSCDFSM Programme was received from the Vice Chancellor stating that there is shortage of Evaluators in the programme and with directions to get the same ratified in the School Board of SOCE. The list of evaluators was placed for ratification before the School Board
- SB 61.17.2 The School Board ratified the list of Evaluators.



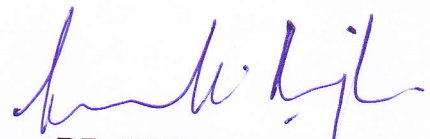
**Item No. 18 To consider and recommend Evaluators for the Courses of PGDCFT and MSCCFT**

- SB 61.18.1 Dr. Neerja Chadha, Programme Coordinator placed the list of Evaluators for the Courses of PGDCFT and MSCCFT for consideration and recommendation of the School Board.
- SB 61.18.2 The School Board considered and recommended the same.

**Item No. 19 To consider and recommend evaluators for the programmes of SOCE sent by Regional Centress/Regional Evaluation Centres.**

- SB 61.19.1 The list of Evaluators for the programmes of SOCE, sent by Regional Centres/Regional Evaluation Centres was presented before the School Board for consideration and recommendation.
- SB 61.19.2 The School Board considered and recommended the same.

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

  
**DR. HEENA K. BIJLI**  
Chairperson  
डॉ. हिना के. बिजली / Dr. Heena K. Bijli  
निदेशक (स.शि.वि.) / Director (SOCE)